Nova S
Labour

COLLECTIVE AGREEMENT SURVEY IN PUBLIC ADMINISTRATION

1974

ECONOMICS AND RESEARCH DIVISION
NOVA SCOTIA DEPARTMENT OF LABOUR

LEGISLATIVE LIBRARY
WITHDRAWN

101-04943/

COLLECTIVE AGREEMENT SURVEY

IN

PUBLIC ADMINISTRATION

Economics and Research Division

Nova Scotia Department of Labour

Halifax, Nova Scotia

HONOURABLE WALTER R. FITZGERALD
MINISTER

R. E. ANDERSON
DEPUTY MINISTER

FOREWORD

The following collective agreement survey in Public Administration is the second such effort to analyze contract terms and provisions prevalent in the industry. In 1972, a survey examining collective agreement provisions in the industries of Transportation, Communication and Other Utilities, Public Administration and Trade was prepared as one report. Since that date, a substantial increase in the number of contracts satisfying the survey date criteria has enabled the reseacher to examine the industries on an individual survey basis, using the 1972 survey results as a benchmark. The base year survey thus became a valuable instrument in highlighting trends in working conditions which were developing in the industry.

For reference purposes, contracts which were in effect between January 1, 1974 and June 30, 1974 were utilized in the survey.

The expanded number of collective agreements utilized in this industry is not only attributable to the growth of union organization in this industry sector but also stems largely from the cooperation exhibited by labour and management in providing us with copies of their collective agreements.

This survey has been prepared by members of the Economics and Research Division staff.

JEAN DOBSON (MRS.)
DIRECTOR

Economics and Research Division
Nova Scotia Department of Labour
Halifax, Nova Scotia

- 1974 -

INTRODUCTION

The present survey encompassing 29 collective agreements with an aggregate bargaining unit of 8714 employees accounts for approximately 42 percent of the total number of unionized workers in this sector. For the first eight months of 1974, union membership in Public Administration was estimated at 20,713[1] workers.

In the 1972 survey which utilized 12 collective agreements covering 843 employees, it was observed that the majority of the bargaining units were relatively small in size. With the present survey sample size more than double that of 1972, the incidence of small bargaining units became more evident with approximately 66 percent of the contracts falling within the one to 49 employee size range.

The names of the unions and companies who contributed information to this survey are included in the Appendix.

---

[1] Economics and Research Division, Nova Scotia Department of Labour, "Labour Organization in Nova Scotia".

CONTENTS

	Page
FOREWORD	iii
INTRODUCTION	v
HIGHLIGHTS	1
Term of Agreement	1
Security Provision	1
Check-Off	1
Seniority Recognition	1
Seniority Unit	2
Permanent Employee Qualification	2
Grievance Procedure	2
Normal Work Week	2
Overtime Rates	3
Paid Statutory Holidays	3
Paid Vacations	3
Industrial Safety	3
Fringe Benefits	4
TABULAR ANALYSIS OF COLLECTIVE AGREEMENT PROVISIONS	
Table 1: Term of Agreement	7
Table 2: Security Provisions	7-8
Table 3: Check-Off	8
Table 4: Seniority Recognition	9
Table 5: Seniority Unit	9
Table 6: Permanent Employee Qualification	10
Table 7: Grievance Procedure	10
Length of Time to Initiate Grievance	11
Complainant's Status	11
Table 8: Normal Work Week	12
Application of Work Week	12
Table 9: Overtime Rates	13
Overtime Rates After Daily or Weekly Hours	13
Overtime Rates on Saturday	14
Overtime Rates on Sunday	14
Table 10: Paid Holidays Provision	15
Requirements for Paid Statutory Holidays	15
Paid Statutory Holidays	15
Pay Rates for Holidays Worked	16
Provision for Paid Holidays During Vacation	17
Paid Holiday Falling on Days Not Normally Worked	17

CONTENTS

Page

TABULAR ANALYSIS OF COLLECTIVE AGREEMENT PROVISIONS (Cont'd)

Table 11: Paid Vacations 18
Paid Vacation - Three Weeks 18
Paid Vacation - Four Weeks 18
Paid Vacation - Five Weeks 19
Table 12: Shift Provision 19
Table 13: Industrial Safety 20
Safety 20
Health 20
First Aid 20
Safety Committee 20
Safety Equipment 21
Work Clothing 21
Clothing or Equipment Maintenance 21
Table 14: Fringe Benefits 22
Paid Bereavement Leave 22
Paid Sick Leave 22-23
Paid Sick Leave - Time Requisite 23
Paid Sick Leave - Cumulative to 23-24
Reporting Pay Guarantee - General 24
Call Out Pay Guarantee 24
Notice of Layoff 25
Paid Rest Periods 25
Provision for Jury Duty 25
Medical Benefits 26
Life Insurance Plan 26
Unpaid Leave of Absence (union business) . . 26
Wash up Time 26
Severence Pay 26
Job Posting 27
Labour Management Committee 27
Employer Contribution to Welfare Plan 27
No Subcontracting Clause 27
Illness or Injury Allowance 27
Tools Provided Free or at Reduction 28
Adequate Eating Facilities 28
Table 15: Base Rate Increase 28

CHART ANALYSIS OF COLLECTIVE AGREEMENT PROVISIONS

Percentage Distribution of Agreements and Employees Covered By Year of Expiry 31
Chart 1: Term of Agreement 32
Chart 2: Security Provisions 33
Chart 3: Check-Off 34

CONTENTS

Page

CHART ANALYSIS OF COLLECTIVE AGREEMENT PROVISIONS (Cont'd)

Chart 4: Seniority Recognition 35
Chart 5: Seniority Unit 36
Chart 6: Permanent Employee Qualification 37
Chart 7: Grievance Procedure 38
Method of Grievance Procedure 38
Length of Time to Initiate Grievance 39
Complainant's Status 40
Chart 8: Normal Work Week 41
Application of Work Week 42
Chart 9: Overtime Rates 43
Overtime Rates After Daily or Weekly Hours . 43
Overtime Rates on Saturday 44
Overtime Rates on Sunday 45
Chart 10: Paid Holidays Provision 46
Requirements for Paid Statutory Holidays . . 46
Paid Statutory Holidays 47
Pay Rates for Holidays Worked 48
Provision for Paid Holiday During Vacation . 49
Paid Holiday Falling on Days Not Normally Worked 50
Chart 11: Paid Vacation 51
Paid Vacation - Three Weeks 51
Paid Vacation - Four Weeks 52
Paid Vacation - Five Weeks 53
Chart 12: Shift Provision 54
Chart 13: Industrial Safety 55
Safety 55
Safety Committee 55
Safety Equipment 56
Work Clothing 57
Clothing or Equipment Maintenance 58
Chart 14: Fringe Benefits 59
Paid Bereavement Leave 59
Paid Sick Leave 60
Paid Sick Leave - Time Requisite 61
Reporting Pay Guarantee - General 62
Call-Out Pay Guarantee 63
Provision for Jury Duty 64
Medical Benefits 64
Life Insurance Plan 64
Unpaid Leave of Absence (union business) . . 64

CONTENTS

Page

CHART ANALYSIS OF COLLECTIVE AGREEMENT PROVISIONS (Cont'd)

Chart 14: Fringe Benefits (Cont'd)
Labour Management Committee 65
Employer Contribution to Welfare Plan 65

APPENDIX I 66

APPENDIX II 67

HIGHLIGHTS

PUBLIC ADMINISTRATION

1972 - 1974

Term of Agreement

As in 1972, the two year agreement continued to be the most prominant contract duration appearing in 69 percent of the agreements presently surveyed. In contrast with the 1972 survey, where there were no contracts of one year duration, three of 29 in 1974 stipulated this provision.

Security Provision

A trend indicating a preference for the selection of Union Shop appeared in 62.1 percent of the 1974 contracts. Statistics summarizing the results in 1972 revealed that 50 percent of the agreements selected the Rand Formula method of union security.

Check-Off

In conjunction with the form of union security, union dues check-off was compulsory in approximately 90 percent of the 1974 agreements. However, this percentage covered only 19.7 percent of the total 8714 employees surveyed in 1974.

Seniority Recognition

Although the increased number of agreements meeting the survey date criteria in 1974 revealed an expanded field of variances in the applicability of seniority recognition, the majority of contracts continue to use seniority in determining layoffs, promotions, rehirings and vacations.

HIGHLIGHTS (Cont'd)

Seniority Unit

The incidence of agreements failing to stipulate the seniority unit increased from 50 percent in 1972 to 55 percent in 1974. In the present analyses approximately 88 percent of all employees covered by the survey were affected by the above agreements. The majority of the remaining agreements designated the department (classification) as the most prevalent seniority unit.

Permanent Employee Qualification

Three months or more has continued to be the minimum probationary period in 16 of the 29 contracts surveyed. The remaining 13 collective agreements did not make specific reference to a required period of time before an employee acquired permanent status.

Grievance Procedure

In line with 1972 survey results, the majority (41.4 percent) of agreements chose the written method in presenting their grievance initially. However, these 12 collective agreements accounted for only approximately 8.8 percent of the surveyed employees, 87.3 percent of the employees selected the oral grievance procedure method.

Seven days was the most prevalent time period for initiating a greivance in 1974, two days more than the majority of agreements had indicated a preference for in 1972.

Normal Work Week

Little change was observed in the number of hours worked in a week from 1972. The 40-hour week remained the most popular work week schedule.

HIGHLIGHTS (Cont'd)

Overtime Rates

The standard overtime rate in the industry is still time and one-half for work performed after daily hours and on Saturday. In addition, the proportion of agreements analyzed in 1974 electing to pay time and one-half and double on Sunday was equal, the same as in 1972.

Paid Statutory Holidays

The trend toward granting 11 paid holidays per year continued, with approximately 28 percent of the agreements stipulating this provision as opposed to 8.3 percent in 1972. However, the greater portion of collective agreements still grant nine paid holidays per year.

Paid Vacations

The Nova Scotia Labour Standards Code states that all employers must provide a two week vacation with pay to every person who has worked 90 percent of the working time during the year.

Longer vacation periods after shorter terms of employment was evidenced by the fact that at least 68.9 percent of the agreements in 1974 provided three weeks vacation after five years. In 1972, approximatly 42 percent stipulated the same provision. In the same trend, the present analysis indicates that 55.1 percent of the 29 agreements provide employees with four weeks vacation after 15 years.

Industrial Safety

Survey results in 1974 reiterates the growing trend toward increased emphasis being placed on safety factors in the work place. The appearance of safety committees in addition to first aid facilities became more evident in 1974 compared to the 1972 survey.

HIGHLIGHTS (Cont'd)

Fringe Benefits

There has been a slight decrease in the percentage of contracts containing clauses covering the various types of fringe benefits. These differences appeared in provisions relating to paid bereavement leave, call-out pay guarantee, wash up time and leave of absence for union business.

Increases occured in clauses pretaining to paid sick leave, reporting pay guarantee, medical benefits, severance pay and life insurance plans.

TABULAR ANALYSIS

OF

COLLECTIVE AGREEMENT PROVISIONS

TABLE 1: TERM OF AGREEMENT

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
One year	3	10.3	45	0.5
More than one but less than two	1	3.4	200	2.3
Two years	20	69.0	1358	15.6
More than two but less than three	1	3.4	56	0.6
Three years	4	13.9	7055	81.0
TOTAL	29	100.0	8714	100.0

TABLE 2: SECURITY PROVISIONS

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Union Shop	18	62.1	1062	12.2
Modified Union Shop	-	-	-	-
Modified Union Shop with maintenance of membership for present and future union members	1	3.4	26	0.3
Maintenance of membership for present and future union members	1	3.4	44	0.5
Rand Formula	5	17.2	204	2.3
Rand Formula with maintenance of membership for present and future union members	1	3.4	23	0.3

TABLE 2: SECURITY PROVISION (CONT'D)

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Open Shop	2	7.0	7300	83.8
No Provision	1	3.5	55	0.6
TOTAL	29	100.0	8714	100.0

TABLE 3: CHECK-OFF

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Compulsory with closed or union shop	16	55.4	742	8.6
Compulsory without closed or union shop	9	31.0	310	3.6
Compulsory for union members	1	3.4	300	3.4
Voluntary and irrevocable	1	3.4	318	3.6
Voluntary and revocable	1	3.4	44	0.5
Voluntary for old employees compulsory for new	1	3.4	7000	80.3
TOTAL	29	100.0	8714	100.0

TABLE 4: SENIORITY RECOGNITION

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Promotions only	3	10.3	360	4.1
Promotions and vacations	1	3.4	34	0.4
Layoffs, promotions, rehirings and vacations	14	48.3	627	7.2
Layoffs, promotions and rehirings	5	17.2	296	3.4
Layoffs and rehirings	-	-	-	-
Layoffs, promotions, rehirings and overtime	1	3.4	23	0.3
Layoffs, promotions and vacations	1	3.4	7000	80.3
Promotions and courses	1	3.4	11	0.1
Not stated	3	10.6	363	4.2
TOTAL	29	100.0	8714	100.0

TABLE 5: SENIORITY UNIT

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Unit not stated	16	55.2	7692	88.3
Department (Classification)	6	20.7	151	1.7
Company	2	6.9	345	4.0
Bargaining unit	4	13.8	401	4.6
Employees branch	1	3.4	125	1.4
TOTAL	29	100.0	8714	100.0

TABLE 6: PERMANENT EMPLOYEE QUALIFICATION

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Two months	-	-	-	-
Three months	3	10.3	155	1.8
Four months	1	3.4	44	0.5
Six months	4	13.8	113	1.3
Eight months	1	3.4	3	0.1
Ten months	1	3.4	22	0.3
One year	4	13.8	107	1.2
60 working days	2	6.9	341	3.8
No provision	13	45.0	7929	91.0
TOTAL	29	100.0	8714	100.0

TABLE 7: GRIEVANCE PROCEDURE

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Method of Grievance Procedure				
Written	12	41.4	765	8.8
Oral	10	34.5	7604	87.3
Not specifically stated	7	24.1	345	3.9
TOTAL	29	100.0	8714	100.0

TABLE 7: GRIEVANCE PROCEDURE (CONT'D)

PROVISIONS	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES COVERED NO.	EMPLOYEES COVERED %
Length of Time to Initiate Grievance				
Two days	2	6.9	73	0.8
Three days	2	6.9	49	0.6
Five days	4	13.8	49	0.6
Seven days	7	24.1	585	6.7
Ten days	4	13.8	7311	83.9
One month	1	3.4	25	0.3
Not specifically stated	9	31.1	622	7.1
TOTAL	29	100.0	8714	100.0
Complainant's Status				
Re-imbursement if exonerated after suspension	20	69.0	7789	89.4
Appeal of discharge after dismissal	2	6.9	59	0.7
No provision	7	24.1	866	9.9
TOTAL	29	100.0	8714	100.0

TABLE 8: NORMAL WORK WEEK

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
32½ hours	-	-	-	-
37½ hours	1	3.4	17	0.2
40 hours	18	62.1	1180	13.5
42 hours	2	6.9	100	1.1
44 hours	2	6.9	46	0.5
46 hours	-	-	-	-
48 hours	1	3.4	5	0.1
56 hours	1	3.4	6	0.1
Varies	3	10.3	7305	83.8
Not stated	1	3.6	55	0.7
TOTAL	29	100.0	8714	100.0
Application of Work Week				
24 hours on - 48 hours off	1	3.4	6	0.1
Four days per week	1	3.4	8	0.1
Five days per week	17	58.6	911	10.5
Six days per week (one day off)	1	3.4	5	0.1
Not stated	9	31.2	7784	89.2
TOTAL	29	100.0	8714	100.0

TABLE 9: OVERTIME RATES

PROVISIONS	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES COVERED NO.	EMPLOYEES COVERED %
Overtime Rates After Daily or Weekly Hours				
Time and one-half	20	69.2	1354	15.5
Time and one-half followed by a higher rate	4	13.8	204	2.3
Time and one-half or equivalent time off in lieu	1	3.4	11	0.1
Time off in lieu	1	3.4	5	0.1
Other	-	-	-	-
Not specifically stated	1	3.4	125	1.4
See agreement[1]	1	3.4	7000	80.3
Not stated	1	3.4	15	0.3
TOTAL	29	100.0	8714	100.0

[1] Varies according to job classification.

TABLE 9: OVERTIME RATES (CONT'D)

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Overtime Rates on Saturday				
Time and one-half	14	48.3	1201	13.8
Double time	1	3.4	26	0.3
Not specifically stated	2	6.9	130	1.5
See agreement[2]	1	3.4	7000	80.3
No provision	11	38.0	357	4.1
TOTAL	29	100.0	8714	100.0
Overtime Rates on Sunday				
Time and one-half	7	24.1	423	4.9
Time and one-half followed by a higher rate	1	3.4	8	0.1
Double time	7	24.1	864	9.9
Double time or equivalent time off	2	6.9	33	0.4
Not specifically stated	2	6.9	130	1.5
See agreement[3]	1	3.4	7000	80.3
No provision	9	31.2	256	2.9
TOTAL	29	100.0	8714	100.0

[2] Varies according to job classification.

[3] Varies according to job classification.

TABLE 10: PAID HOLIDAYS PROVISION

PROVISIONS	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES COVERED NO.	EMPLOYEES COVERED %
Requirements for Paid Statutory Holidays				
Must work day prior to holiday and day following holiday	6	20.7	517	5.9
No provision	23	79.3	8197	94.1
TOTAL	29	100.0	8714	100.0
Paid Statutory Holidays				
Eight per year	1	3.4	15	0.2
Nine per year	9	31.2	334	3.8
Ten per year	8	27.6	7116	81.7
Ten and one-half per year	1	3.4	96	1.1
11 per year	8	27.6	1053	12.1
11½ per year	1	3.4	26	0.3
No provision	1	3.4	74	0.8
TOTAL	29	100.0	8714	100.0

TABLE 10: PAID HOLIDAYS PROVISION (CONT'D)

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Pay Rates for Holidays Worked				
Time and one-half	4	13.8	7072	81.3
Double time	4	13.8	138	1.6
Double time if not scheduled to work: - 12 hours pay or 12 hours off	2	6.9	17	0.2
Double time and one-half	2	6.9	335	3.8
Triple time	4	13.8	174	2.0
Time off for every hour worked	-	-	-	-
Working day off with pay	3	10.3	308	3.5
Day off or day's pay	-	-	-	-
Other	1	3.4	11	0.1
See agreement[4]	1	3.4	280	3.2
No provision	8	27.7	379	4.3
TOTAL	29	100.0	8714	100.0

[4] Employees shall receive at their option two calendar weeks vacation with pay or payment of two weeks additional salary in lieu of statutory holidays.

TABLE 10: PAID HOLIDAYS PROVISION (CONT'D)

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Provision for Paid Holidays During Vacation				
(a) Working Day off with pay	16	55.2	7941	91.1
(b) Extra day's pay	-	-	-	-
(c) Either (a) or (b)	3	10.3	36	0.4
(d) See agreement[5]	1	3.4	55	0.6
(e) No provision	9	31.1	682	7.9
TOTAL	29	100.0	8714	100.0
Paid Holiday Falling on Days Not Normally Worked				
Working day off with pay	2	6.9	17	0.2
Either working day off or extra day's pay	3	10.3	332	3.8
Observe on following Monday or day proclaimed by government	4	13.8	95	1.1
Extra day's pay	1	3.4	44	0.5
No provision	19	65.6	8226	94.4
TOTAL	29	100.0	8714	100.0

[5] One agreement calls for two days off or two days pay in lieu when an employee has to appear in court during vacation leave.

TABLE 11: PAID VACATIONS

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Paid Vacation - Three Weeks				
After one year	6	20.7	7278	83.5
After three years	1	3.4	34	0.4
After four years	6	20.7	943	10.8
After five years	7	24.1	240	2.8
After six years	3	10.3	46	0.5
After eight years	3	10.3	52	0.6
After ten years	2	6.9	47	0.5
After 12 years	-	-	-	-
After 15 years	-	-	-	-
No provision	1	3.6	74	0.9
TOTAL	29	100.0	8714	100.0
Paid Vacation - Four Weeks				
After one year	-	-	-	-
After nine years	1	3.4	26	0.3
After ten years	4	13.8	125	1.4
After 15 years	11	37.9	425	4.9
After 16 years	1	3.4	25	0.3
After 18 years	1	3.4	22	0.3
After 20 years	6	20.7	7677	88.1
After 30 years	1	3.4	318	3.6
Less than four years	-	-	-	-
No provision	4	14.0	96	1.1
TOTAL	29	100.0	8714	100.0

TABLE 11: PAID VACATIONS (CONT'D)

PROVISIONS	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES COVERED NO.	EMPLOYEES COVERED %
Paid Vacations - Five Weeks				
After 15 years	2	6.9	47	0.5
After 20 years	2	6.9	78	0.9
After 30 years	2	6.9	7055	81.0
No provision	23	79.3	1534	17.6
TOTAL	29	100.0	8714	100.0

TABLE 12: SHIFT PROVISION

PROVISIONS	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES COVERED NO.	EMPLOYEES COVERED %
Regular pay plus $.05 per hour extra	1	3.4	23	0.3
Regular pay plus $.10 per hour between 1:00 P.M. and 8:00 P.M.	1	3.4	6	0.1
Regular pay plus $.15 per hour extra	1	3.4	318	3.6
Regular pay plus $.10 per hour 4:00 P.M. to 12:00 P.M. and $ .15 per hour 12:00 P.M. to 8:00 A.M.	1	3.4	11	0.1
Regular pay plus $.20 per hour 4:00 P.M. to 12:00 P.M. and $ .30 per hour 12:00 P.M. to 8:00 A.M.	1	3.4	96	1.1
Split shift - $10.00 per month premium rate	1	3.4	17	0.2
No provision	23	79.6	8243	94.6
TOTAL	29	100.0	8714	100.0

TABLE 13: INDUSTRIAL SAFETY

PROVISIONS	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES COVERED NO.	EMPLOYEES COVERED %
Safety				
Provision for safety	4	13.8	7379	84.7
No provision	25	86.2	1335	15.3
TOTAL	29	100.0	8714	100.0
Health				
Provision for health	1	3.4	36	0.4
No provision	28	96.6	8678	99.6
TOTAL	29	100.0	8714	100.0
First Aid				
Provision for first aid	2	6.9	61	0.7
No provision	27	93.1	8653	99.3
TOTAL	29	100.0	8714	100.0
Safety Committee				
Provision for committee	4	13.8	239	2.7
No provision	25	86.2	8475	97.3
TOTAL	29	100.0	8714	100.0

TABLE 13: INDUSTRIAL SAFETY (CONT'D)

PROVISION	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES COVERED NO.	EMPLOYEES COVERED %
Safety Equipment				
(a) At no to employee	6	20.7	427	4.9
(b) At some cost	-	-	-	-
(c) Both (a) and (b)	1	3.4	7000	80.3
(d) No provision	22	75.9	1287	14.8
TOTAL	29	100.0	8714	100.0
Work Clothing				
At no cost to employee	20	69.0	8366	96.0
At some cost	5	17.2	164	1.9
No provision	4	13.8	184	2.1
TOTAL	29	100.0	8714	100.0
Clothing or Equipment Maintenance				
At no cost to employee	6	20.7	123	1.4
At some cost	1	3.4	318	3.6
No provision	22	75.9	8273	95.0
TOTAL	29	100.0	8714	100.0

TABLE 14: FRINGE BENEFITS

PROVISIONS	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES COVERED NO.	EMPLOYEES COVERED %
Paid Bereavement Leave				
Three days	23	79.3	8441	96.9
Uses sick leave[6]	1	3.4	8	0.1
No provision	5	17.3	265	3.0
TOTAL	29	100.0	8714	100.0
Paid Sick Leave				
One day per each 18 days	1	3.4	318	3.6
One-half day per month	1	3.4	56	0.6
One day per month	3	10.3	7161	82.2
One and one-quarter days per month	2	6.9	10	0.1
One and one-half days per month	8	27.6	214	2.5
Two and one-half days per month	3	10.3	187	2.1
Six days per year	-	-	-	-
Eight days per year	1	3.4	3	0.1
Ten days per year	1	3.4	25	0.3
15 days per year	1	3.4	13	0.1
20 days per year	2	6.9	17	0.2
Six weeks per year	-	-	-	-
Provision for sick leave	-	-	-	-

[6] In cases where an employee has requested time off for this reason, time off may be applied against sick leave benefits.

TABLE 14: FRINGE BENEFITS (CONT'D)

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Paid Sick Leave (Cont'd)				
Not specifically stated	2	6.9	31	0.4
See agreement	-	-	-	-
No provision	4	14.1	679	7.8
TOTAL	29	100.0	8714	100.0
Paid Sick Leave - Time Requisite				
After one month	1	3.4	17	0.2
After 60 working days	-	-	-	-
After one year	1	3.4	318	3.6
No provision	27	93.2	8379	96.2
TOTAL	29	100.0	8714	100.0
Paid Sick Leave - Cumulative to				
Eight working days per year	2	6.9	39	0.4
30 days	1	3.4	27	0.3
35 days	1	3.4	125	1.4
65 days	1	3.4	13	0.1
105 days	1	3.4	2	0.1
120 days	1	3.4	17	0.2
125 days	2	6.9	326	3.7
130 days	1	3.4	15	0.2
136 days	1	3.4	22	0.3
150 days	2	6.9	40	0.6
195 days	2	6.9	17	0.2
260 days	2	6.9	170	2.0

TABLE 14: FRINGE BENEFITS (CONT'D)

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Paid Sick Leave Cumulative to (Cont'd)				
Retirement	-	-	-	-
Not specifically stated	1	3.4	5	0.1
Non - cumulative	-	-	-	-
No provision	11	38.3	7896	90.4
TOTAL	29	100.0	8714	100.0
Reporting Pay Guarantee General				
Two hours for each day reporting	-	-	-	-
Pay for full day	1	3.4	44	0.5
No provision	28	96.6	8670	99.5
TOTAL	29	100.0	8714	100.0
Call Out Pay Guarantee				
Two hours	1	3.4	36	0.4
Three hours	15	51.7	1166	13.4
Three hours at time and one-half	1	3.4	56	0.6
Four hours	4	13.8	172	2.0
Time off in lieu	1	3.4	5	0.1
No provision	7	24.3	7279	83.5
	29	100.0	8714	100.0

TABLE 14: FRINGE BENEFITS (CONT'D)

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Notice of Layoff				
Five days	1	3.4	13	0.1
Five days pay or five days in lieu	2	6.9	44	0.5
14 days or pay in lieu	1	3.4	17	0.2
Two weeks	1	3.4	7000	80.3
Six months	1	3.4	11	0.1
No provision	23	79.5	1629	18.8
TOTAL	29	100.0	8714	100.0
Paid Rest Periods				
Two of 15 minutes duration	2	6.9	44	0.5
Varies	1	3.4	11	0.1
No provision	26	89.7	8659	99.4
TOTAL	29	100.0	8714	100.0
Provision for jury duty	11	37.9	851	9.8
No provision	18	62.1	7863	90.2
TOTAL	29	100.0	8714	100.0

TABLE 14: FRINGE BENEFITS (CONT'D)

PROVISIONS	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES COVERED NO.	EMPLOYEES COVERED %
Medical benefits	13	44.8	950	10.9
No provision	16	55.2	7764	89.1
TOTAL	29	100.0	8714	100.0
Life insurance plan	10	34.5	783	9.0
No provision	19	65.5	7931	91.0
TOTAL	29	100.0	8714	100.0
Unpaid leave of absence (union business)	13	44.8	7581	87.0
Paid leave of absence (union business)	8	27.6	537	6.2
Paid and unpaid leave of absence (union business)	1	3.4	6	0.1
No provision	7	24.2	590	6.7
TOTAL	29	100.0	8714	100.0
Wash up time	3	10.3	65	0.7
No provision	26	89.7	8649	99.3
TOTAL	29	100.0	8714	100.0
Severence pay	5	17.2	698	8.0
No provision	24	82.8	8016	92.0
TOTAL	29	100.0	8714	100.0

TABLE 14: FRINGE BENEFITS (CONT'D)

PROVISIONS	AGREEMENTS NO.	%	EMPLOYEES COVERED NO.	%
Job posting	13	44.8	744	8.5
No provision	16	55.2	7970	91.5
TOTAL	29	100.0	8714	100.0
Labour Management Committee	13	44.8	849	9.7
No provision	16	55.2	7865	90.3
TOTAL	29	100.0	8714	100.0
Employer contribution to welfare plan	14	48.3	706	8.1
No provision	15	51.7	8008	91.9
TOTAL	29	100.0	8714	100.0
No subcontracting clause	2	6.9	36	0.4
No provision	27	93.1	8678	99.6
TOTAL	29	100.0	8714	100.0
Illness or injury allowance	2	6.9	51	0.6
No provision	27	93.1	8663	99.4
TOTAL	29	100.0	8714	100.0

TABLE 14: FRINGE BENEFITS (CONT'D)

PROVISIONS	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES COVERED NO.	EMPLOYEES COVERED %
Tools provided free or at reduction	2	6.9	7025	80.6
No provision	27	93.1	1689	19.4
TOTAL	29	100.0	8714	100.0
Adequate eating facilities	2	6.9	7040	80.8
No provision	27	93.1	1674	19.2
TOTAL	29	100.0	8714	100.0

TABLE 15: BASE RATE INCREASE

Lowest Wage Paid 1974	Base Rate Increase 1974
$1.90	7.1 Percent

The above wage rate of $1.90 was the lowest wage rate paid to a full time employees in the 29 collective agreements surveyed. For purposes of a base rate analysis, employees considered probationary or apprentices are excluded. The base rate increase (7.1 percent) as calculated using the industry survey agreements is an average of the compound percentage increases from the 29 collective agreements.

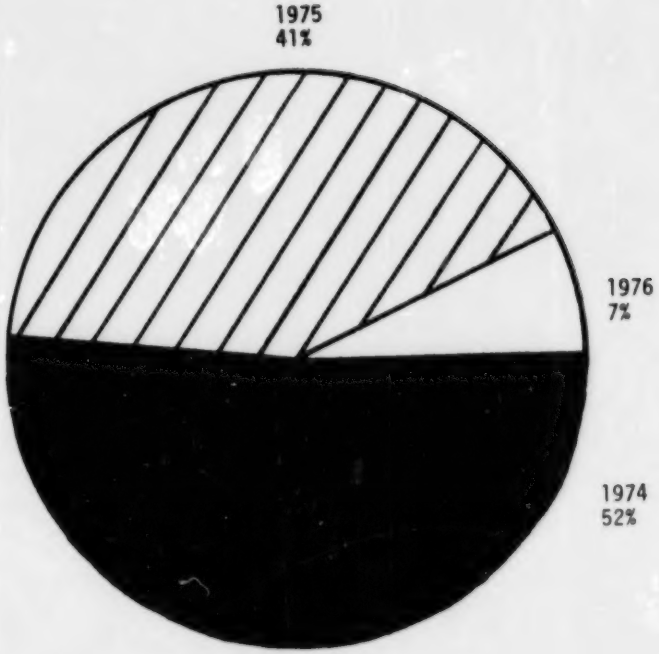
CHART ANALYSIS

OF

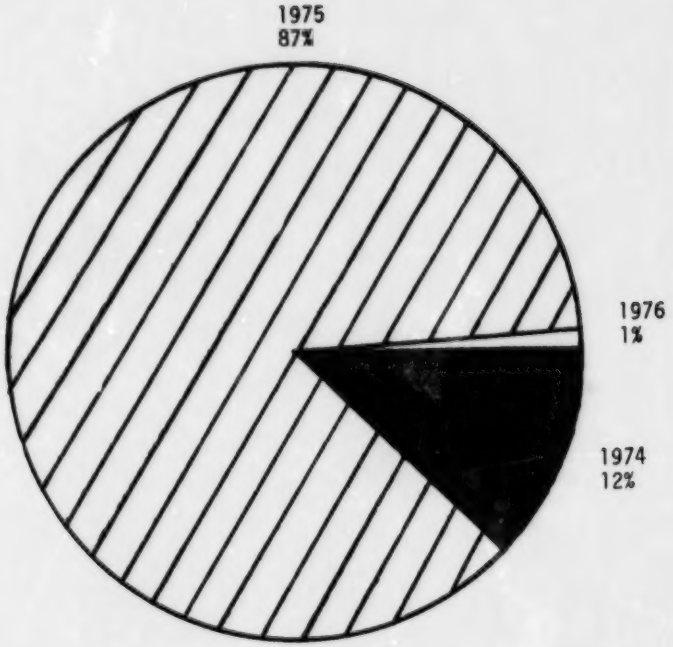
COLLECTIVE AGREEMENT PROVISIONS

PERCENTAGE DISTRIBUTION OF AGREEMENTS AND EMPLOYEES

COVERED BY YEAR OF EXPIRY



BY AGREEMENT



BY EMPLOYEES

CHART 1: Term of Agreement

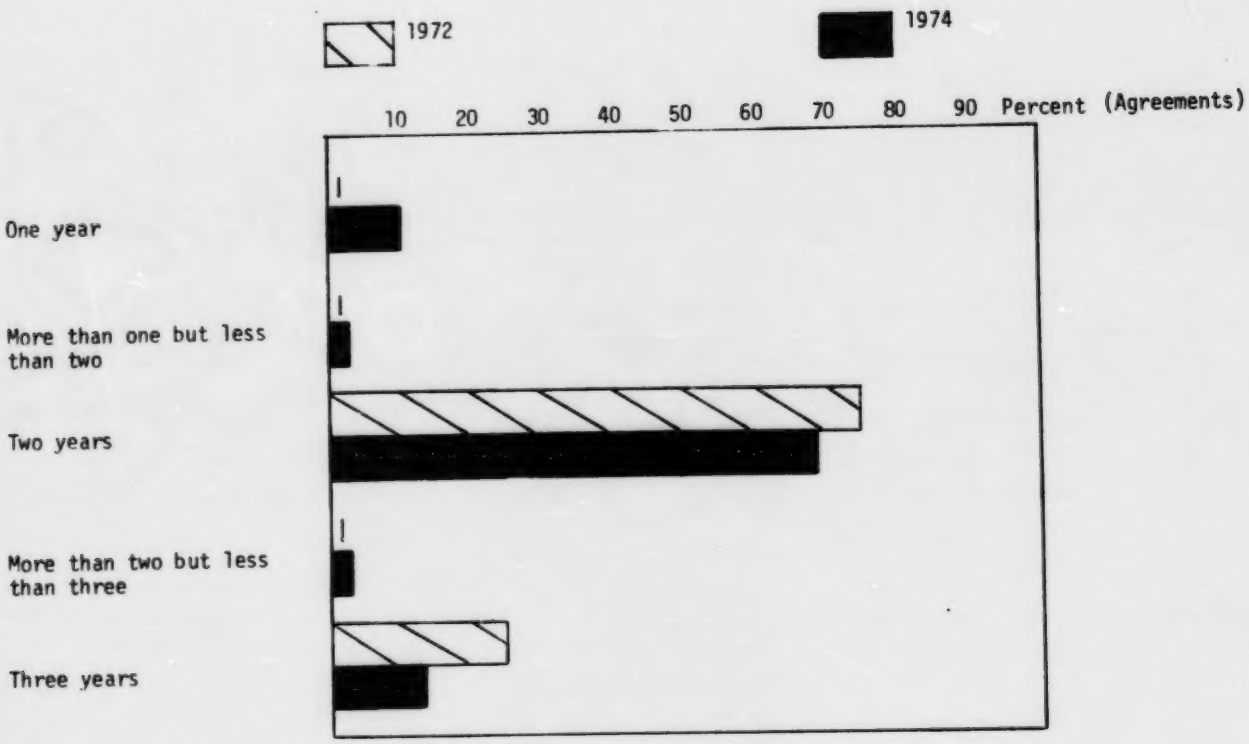


CHART 2: Security Provisions

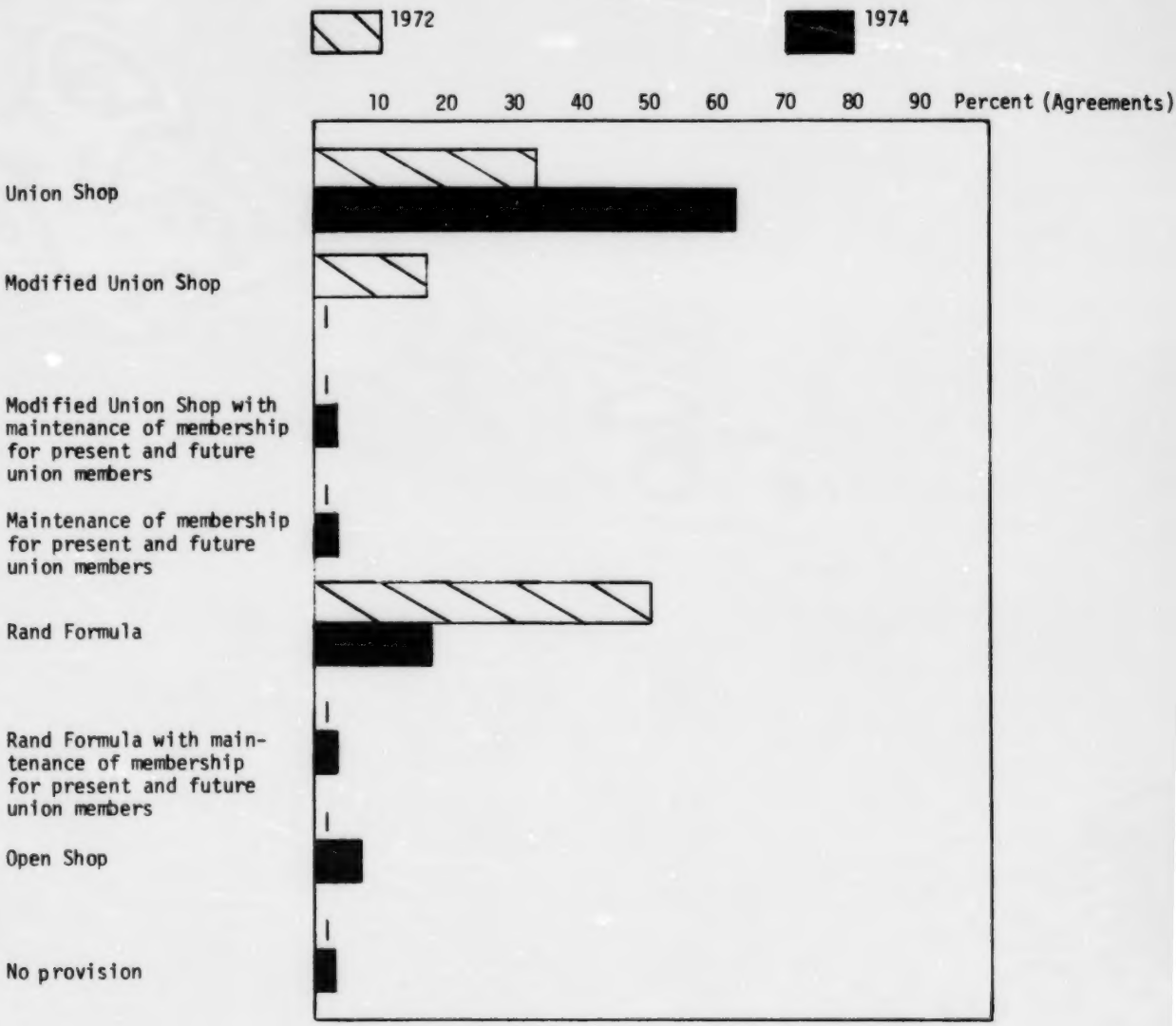


CHART 3: Check-Off

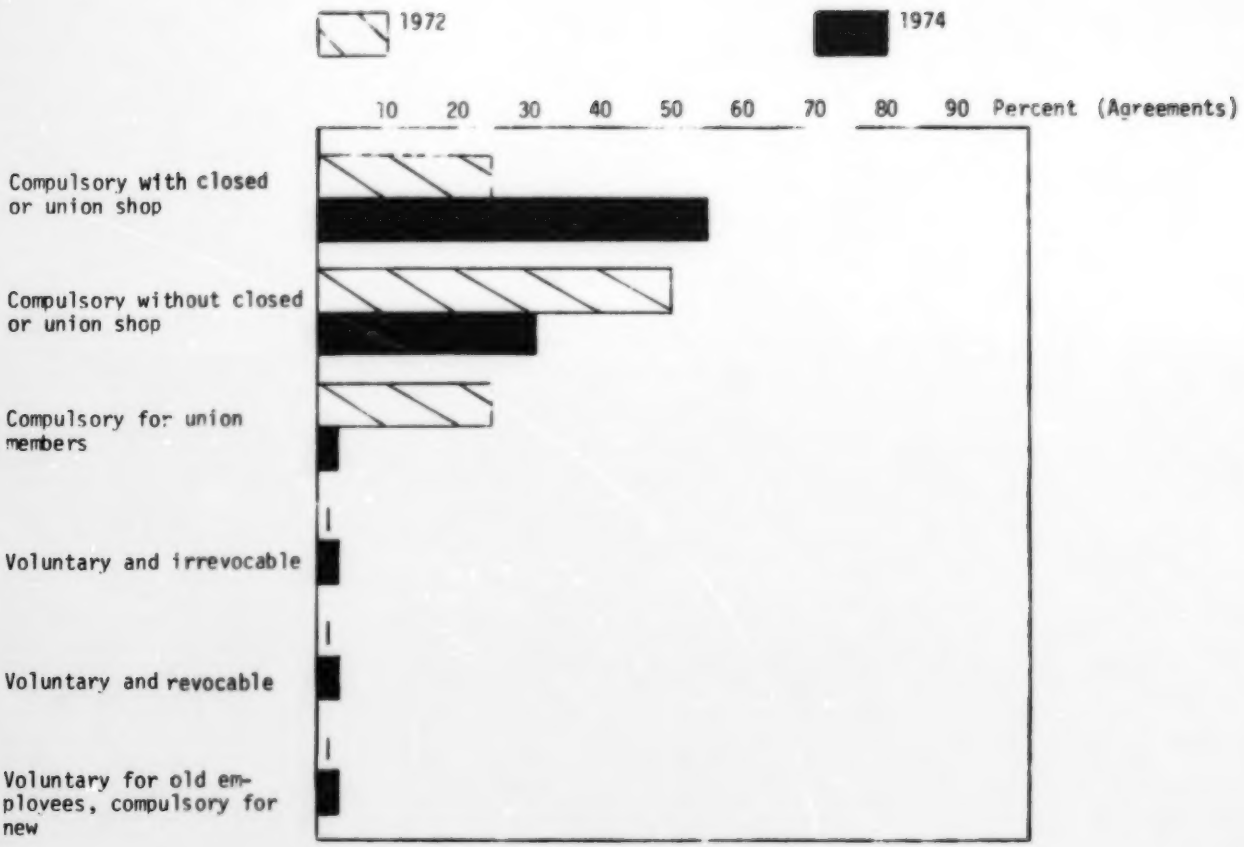


CHART 4: Seniority Recognition

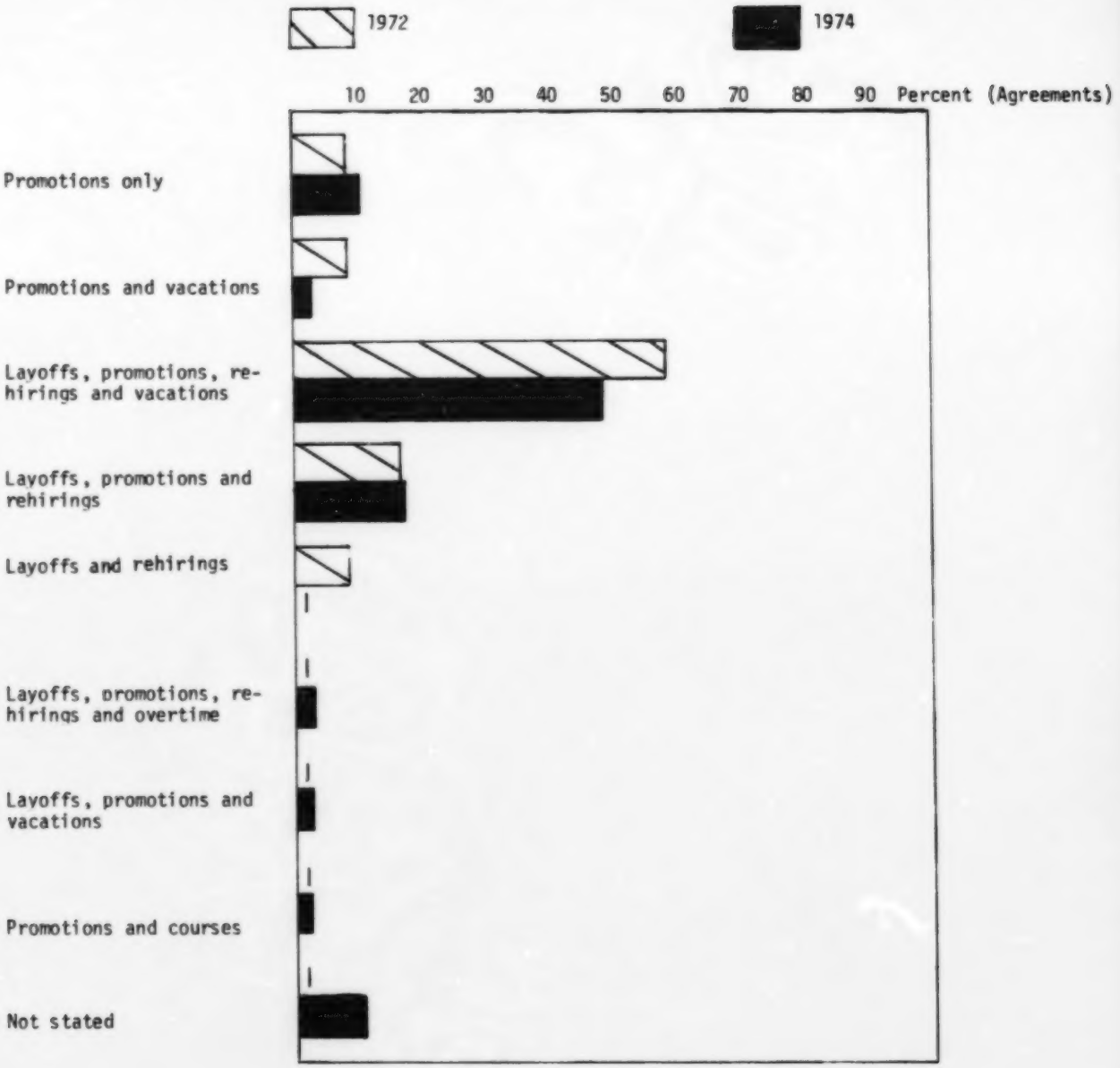


CHART 5: Seniority Unit

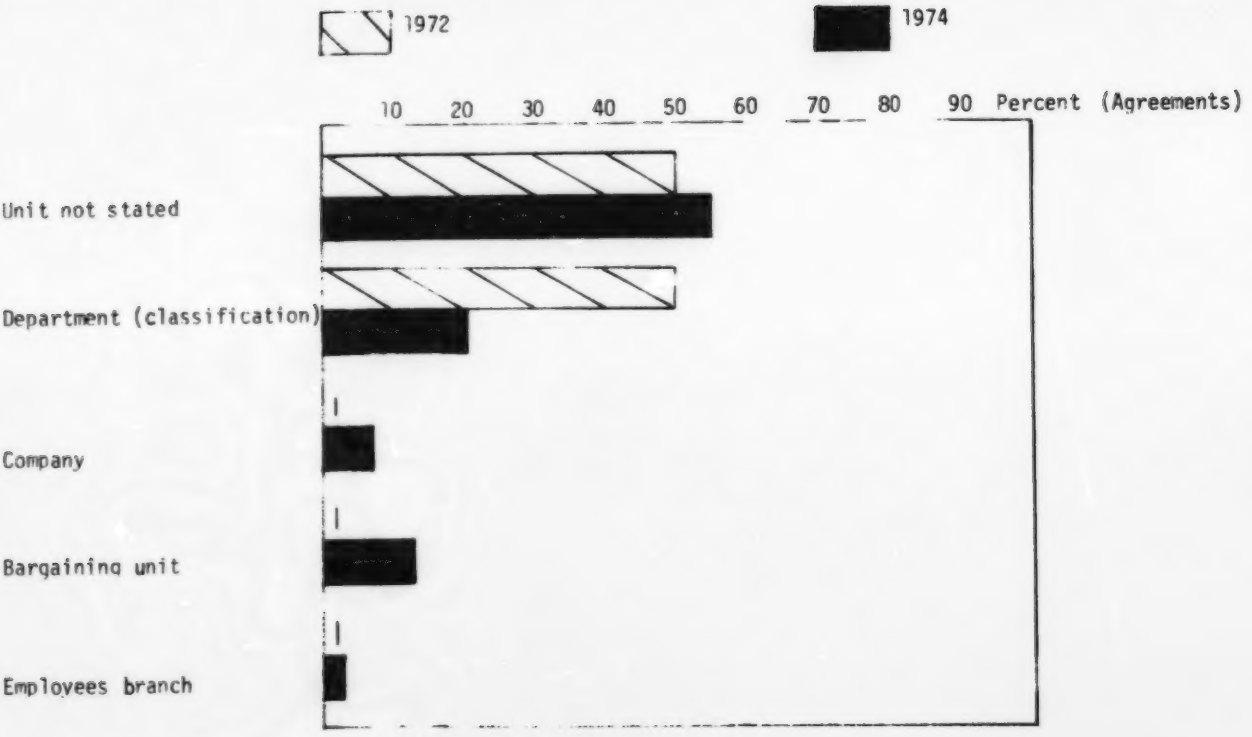


CHART 6: Permanent Employee Qualification

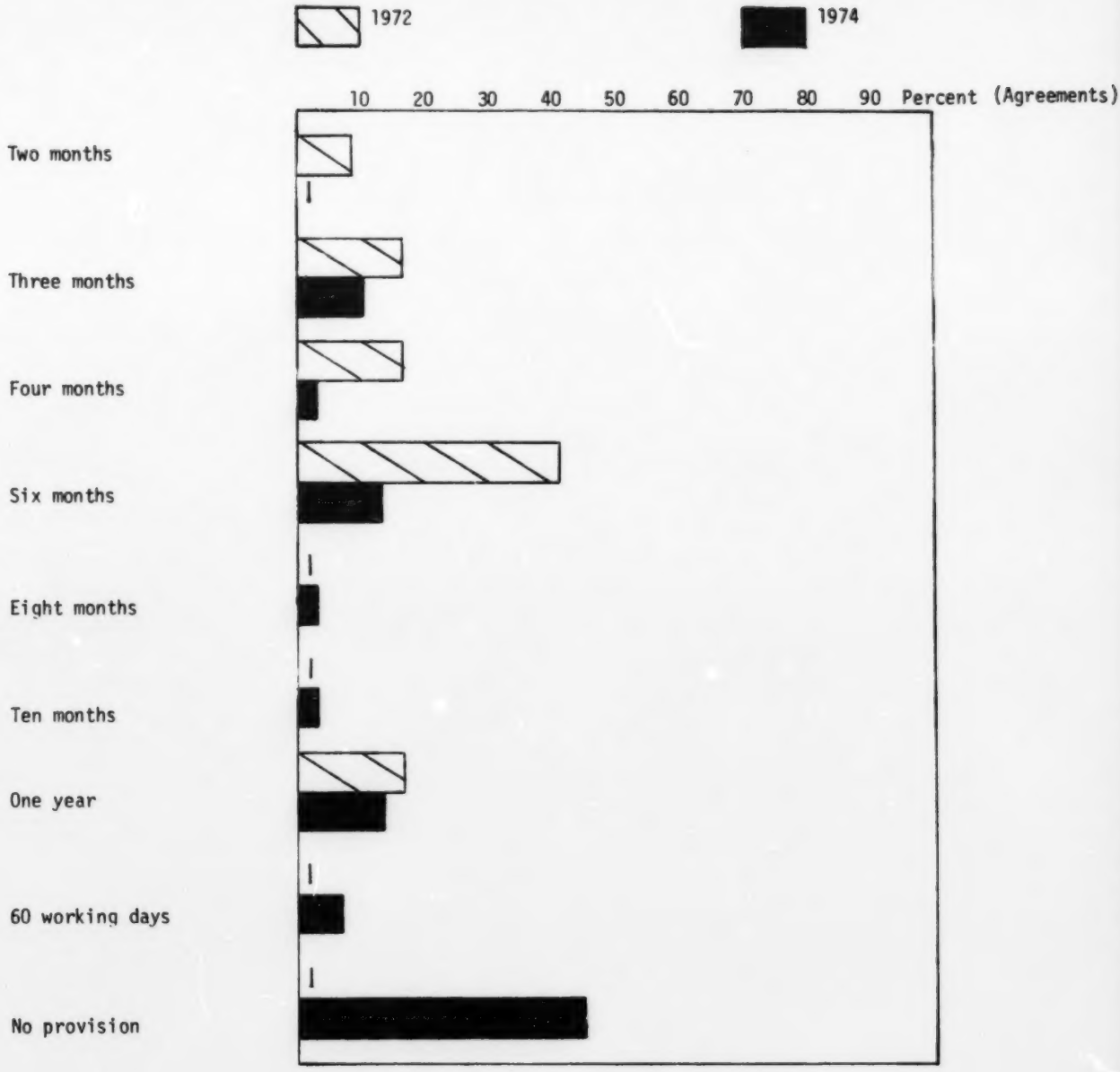


CHART 7: Grievance Procedure

Method of Grievance Procedure

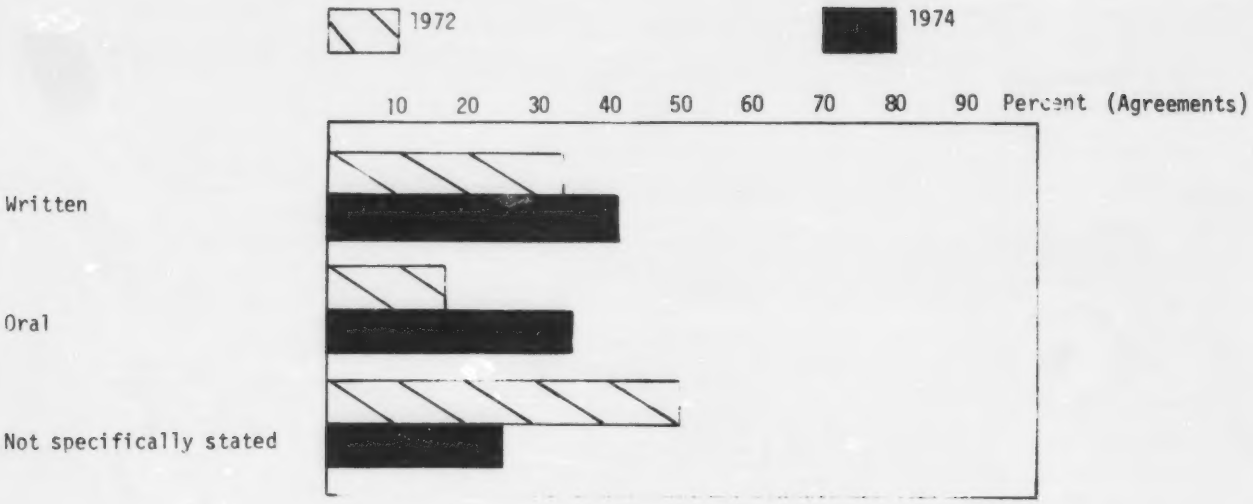
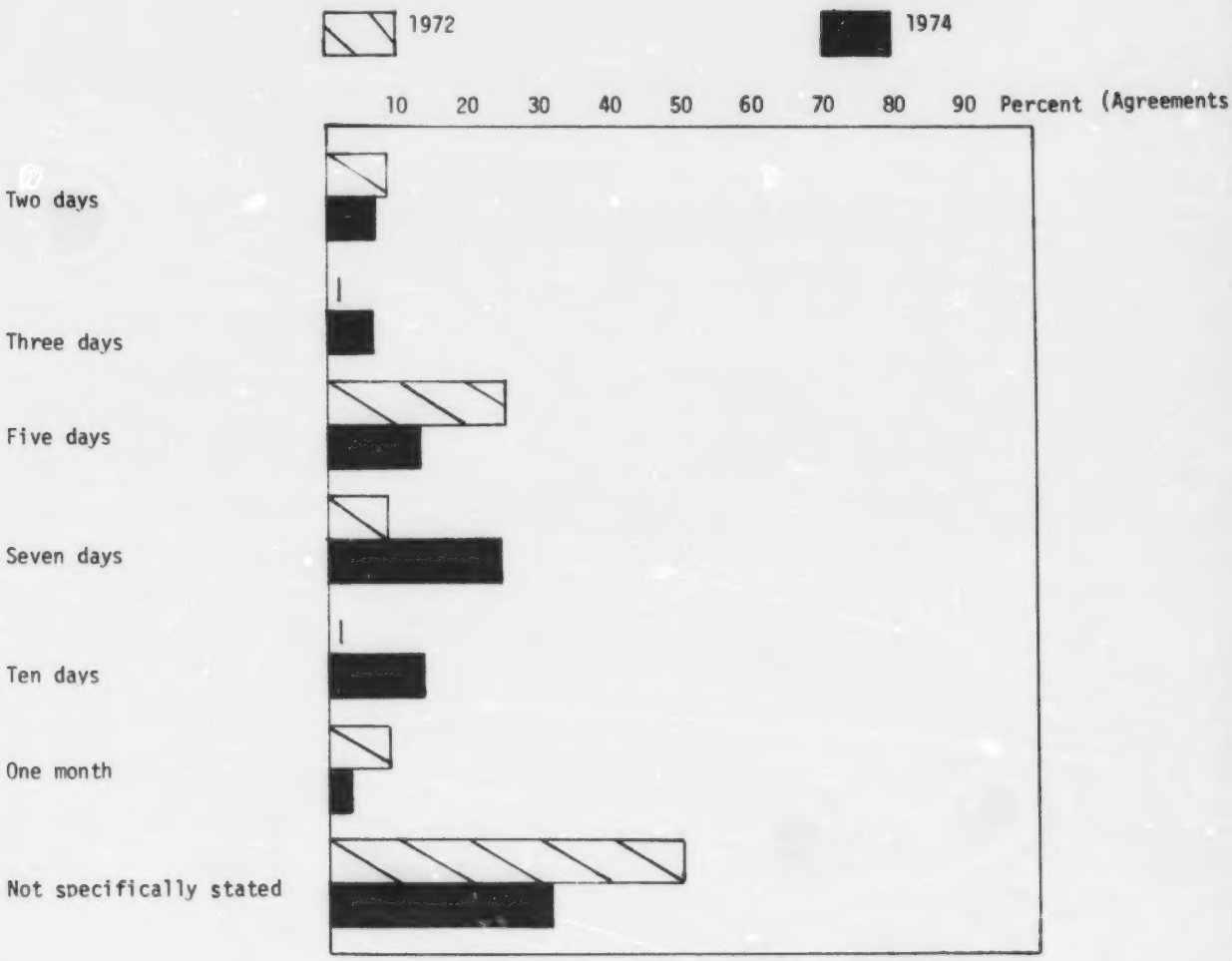


CHART 7: Grievance Procedure (Cont'd)

Length of Time to Initiate Grievance



RT 7: Grievance Procedure (Cont'd)

Complainant's Status

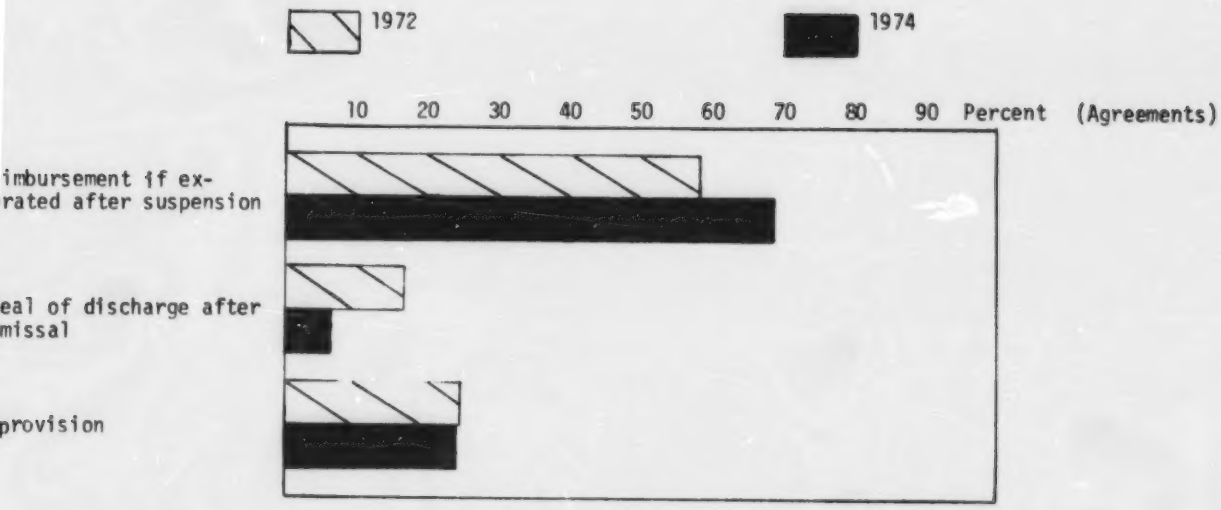


CHART 8: Normal Work Week

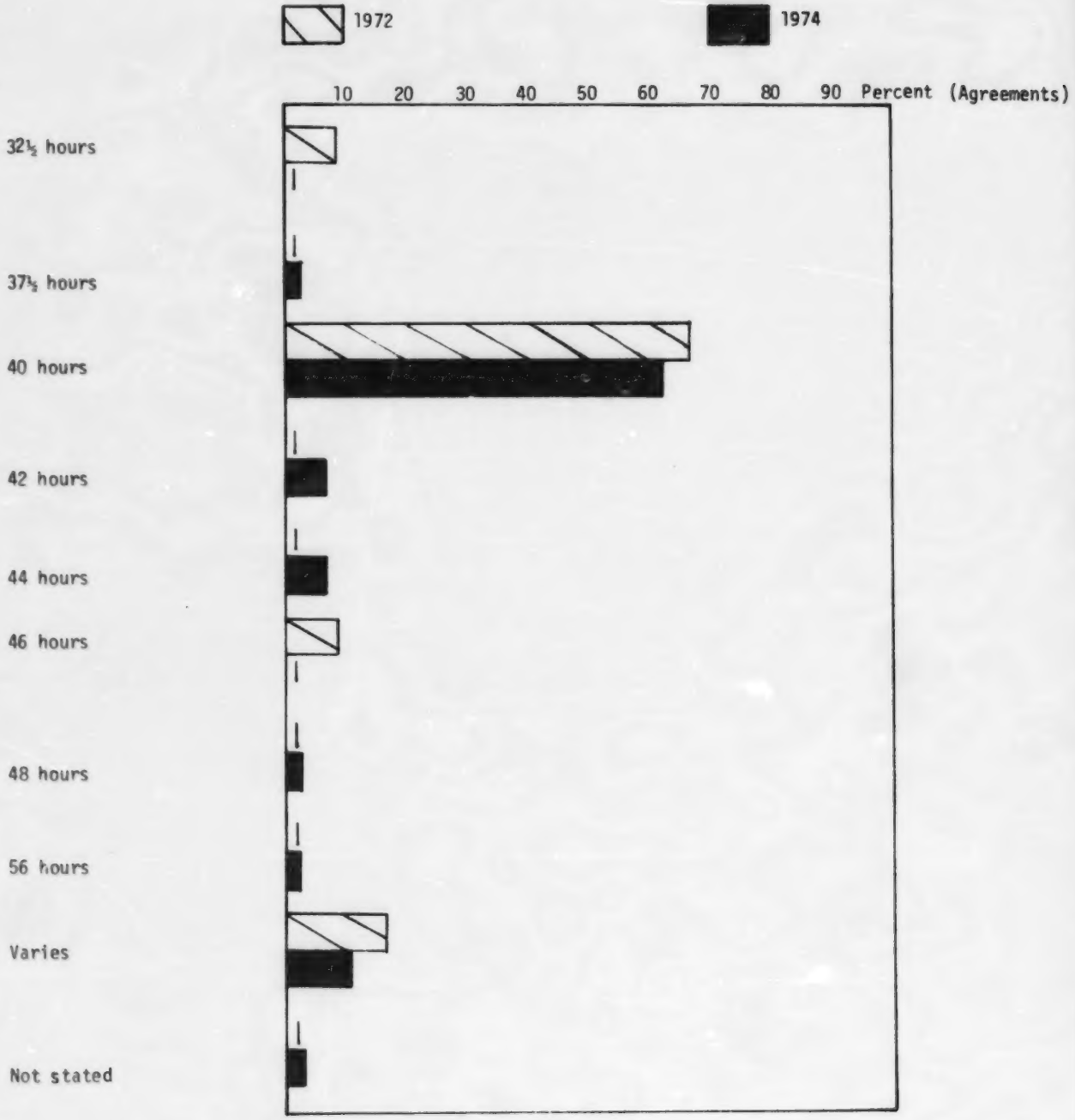


CHART 8: Normal Work Week (Cont'd)

Application of Work Week

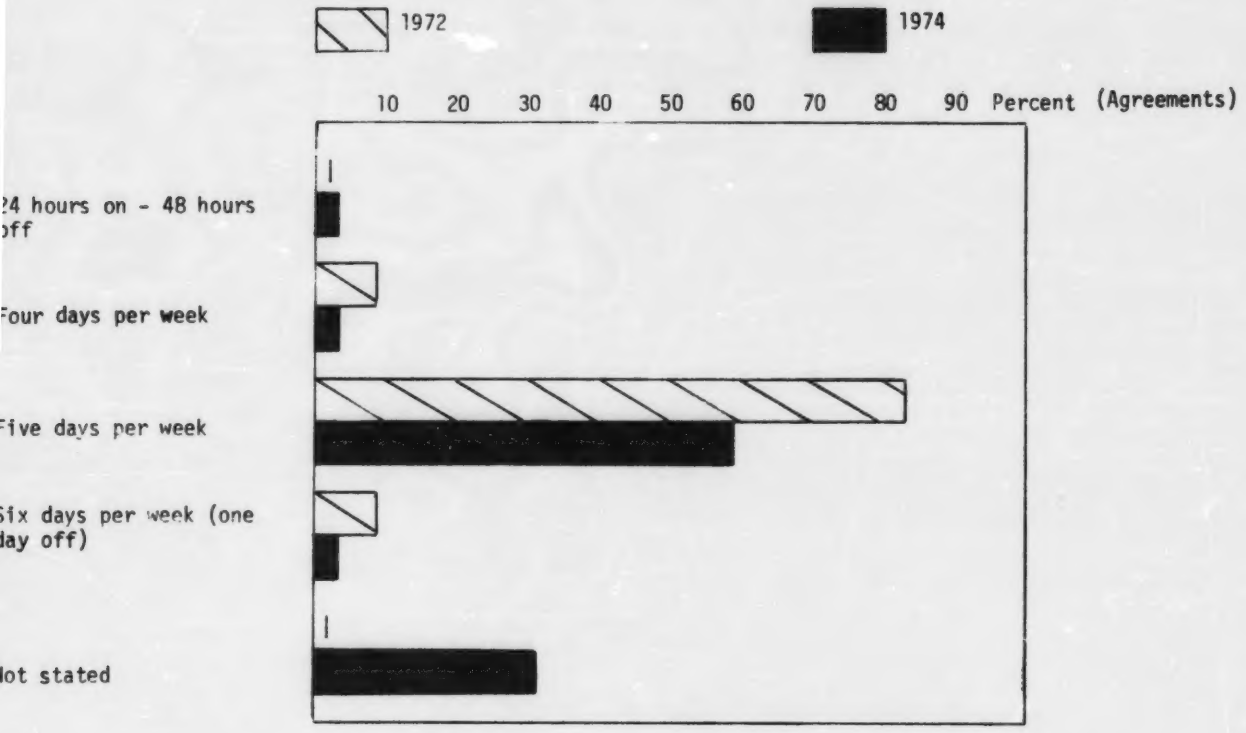
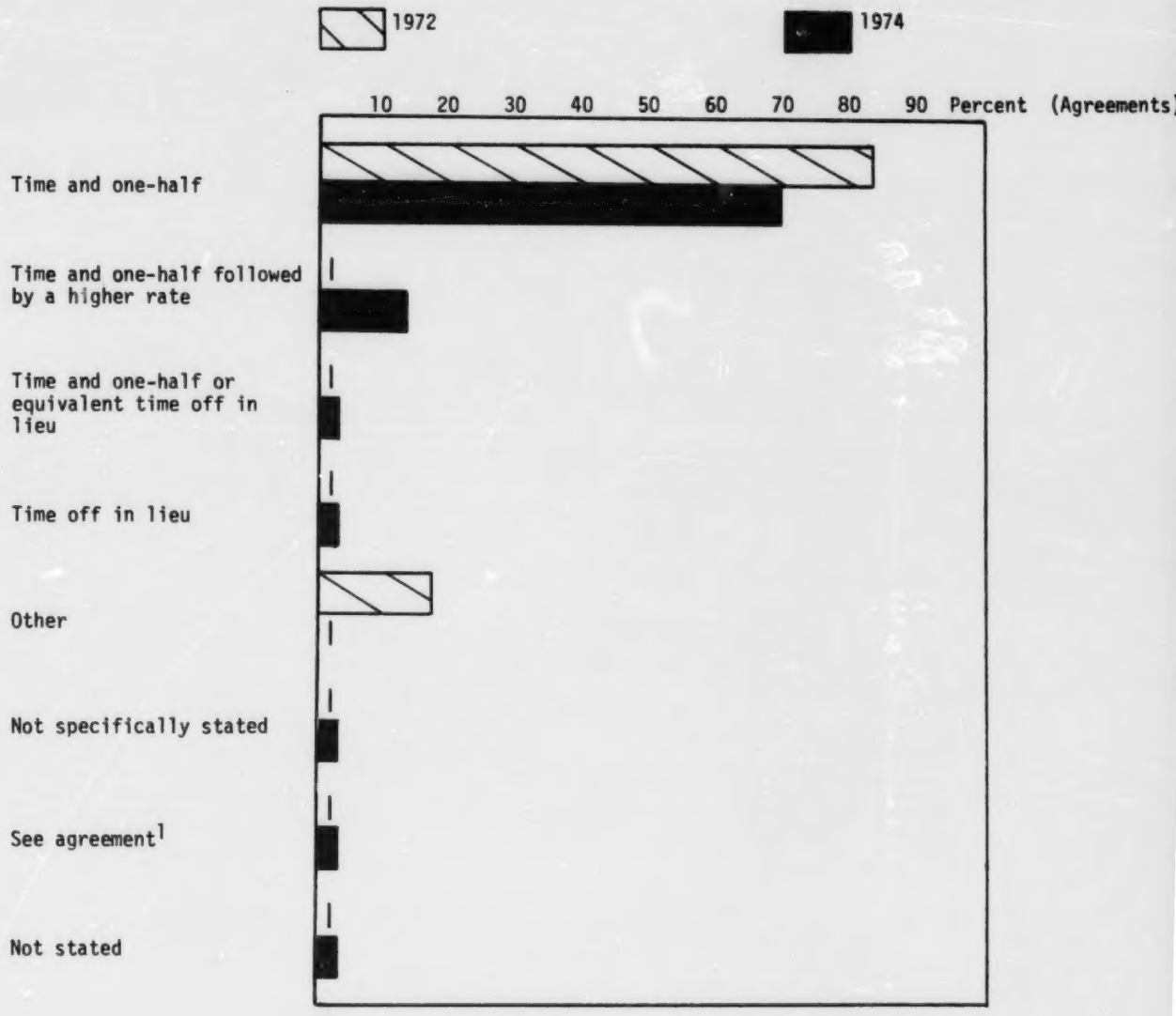

1972
1974
10 20 30 40 50 60 70 80 90 Percent (Agreements)
24 hours on - 48 hours off
Four days per week
Five days per week
Six days per week (one day off)
Not stated

CHART 9: Overtime Rates

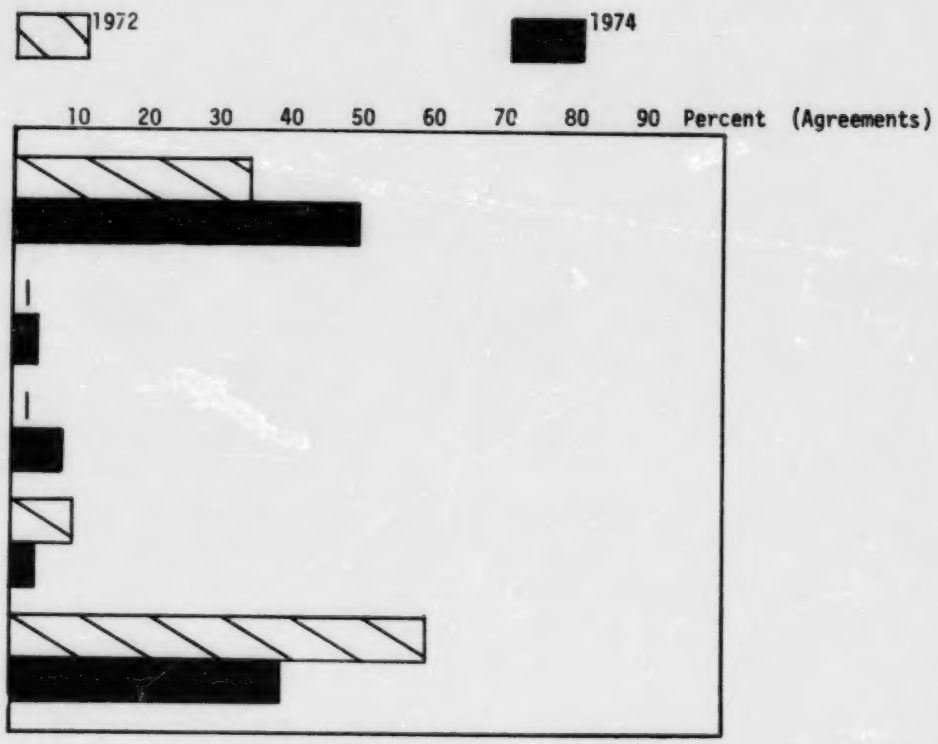
Overtime Rates After Daily or Weekly Hours


1972
1974
10 20 30 40 50 60 70 80 90 Percent (Agreements)
Time and one-half
Time and one-half followed by a higher rate
Time and one-half or equivalent time off in lieu
Time off in lieu
Other
Not specifically stated
See agreement[1]
Not stated

[1] Varies according to job classification.

CHART 9: Overtime Rates (Cont'd)

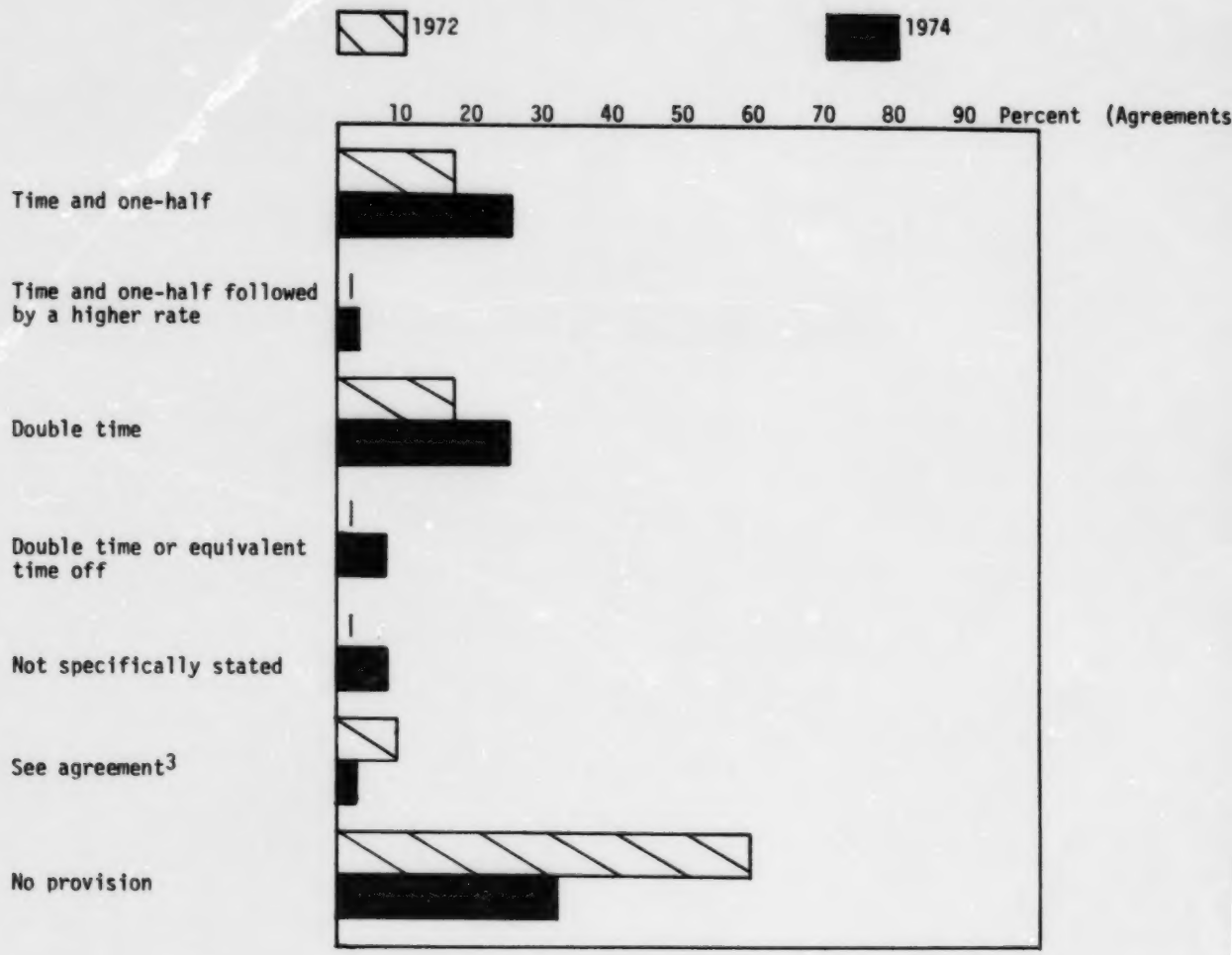
Overtime Rates on Saturday



2 Varies according to job classification.

CHART 9: Overtime Rates (Cont'd)

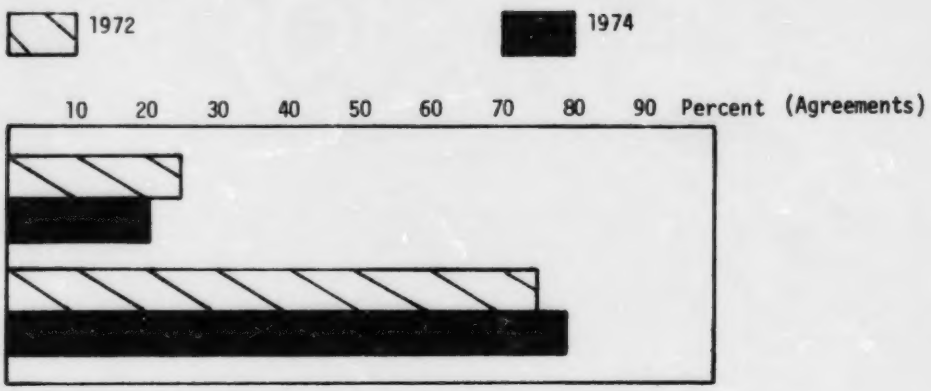
Overtime Rates on Sunday



3 Varies according to job classification.

ART 10: Paid Holidays Provision

Requirements for Paid Statutory Holidays

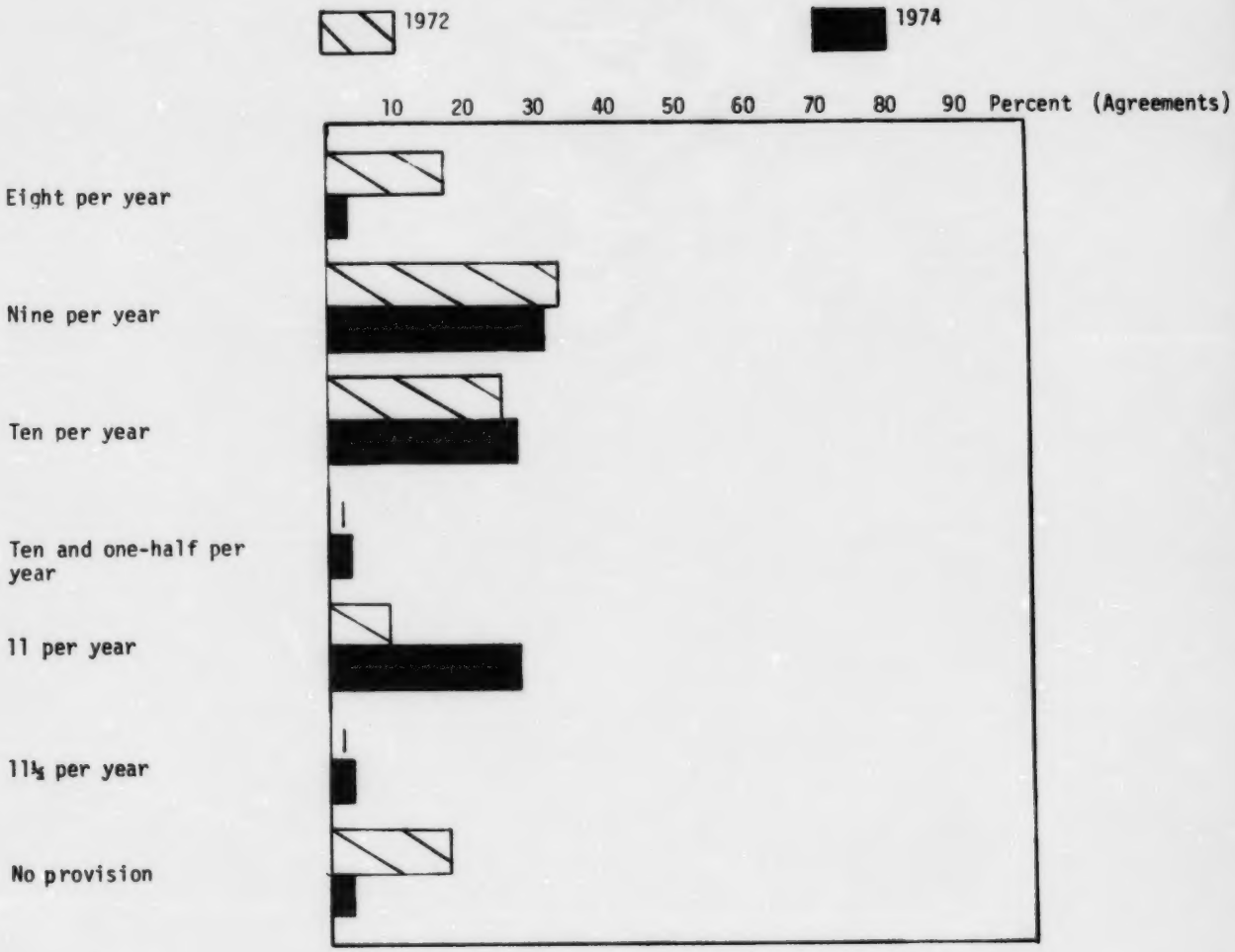


st work day prior to
liday and day following
liday

provision

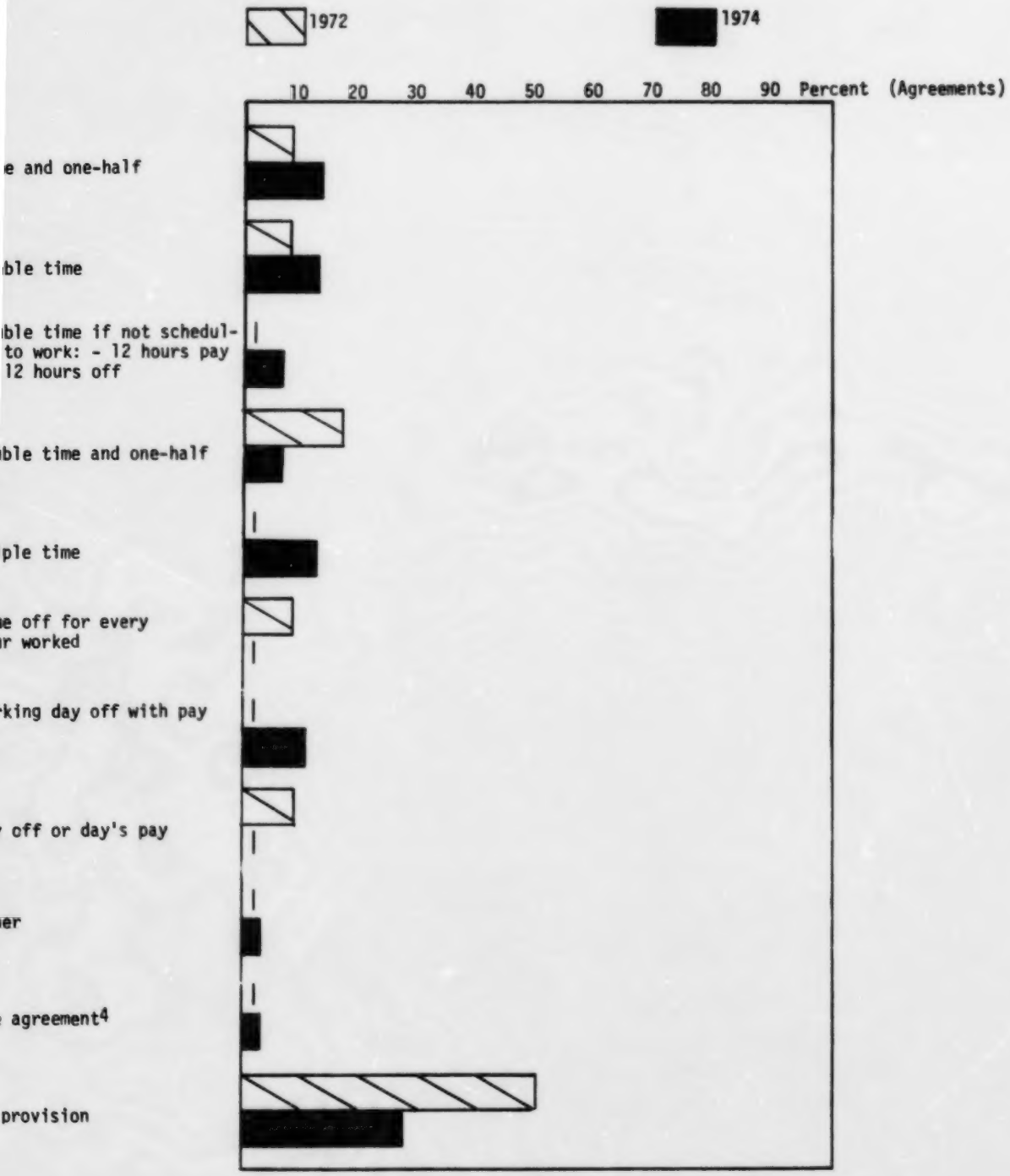
CHART 10: Paid Holidays Provision (Cont'd)

Paid Statutory Holidays



RT 10: Paid Holidays Provision (Cont'd)

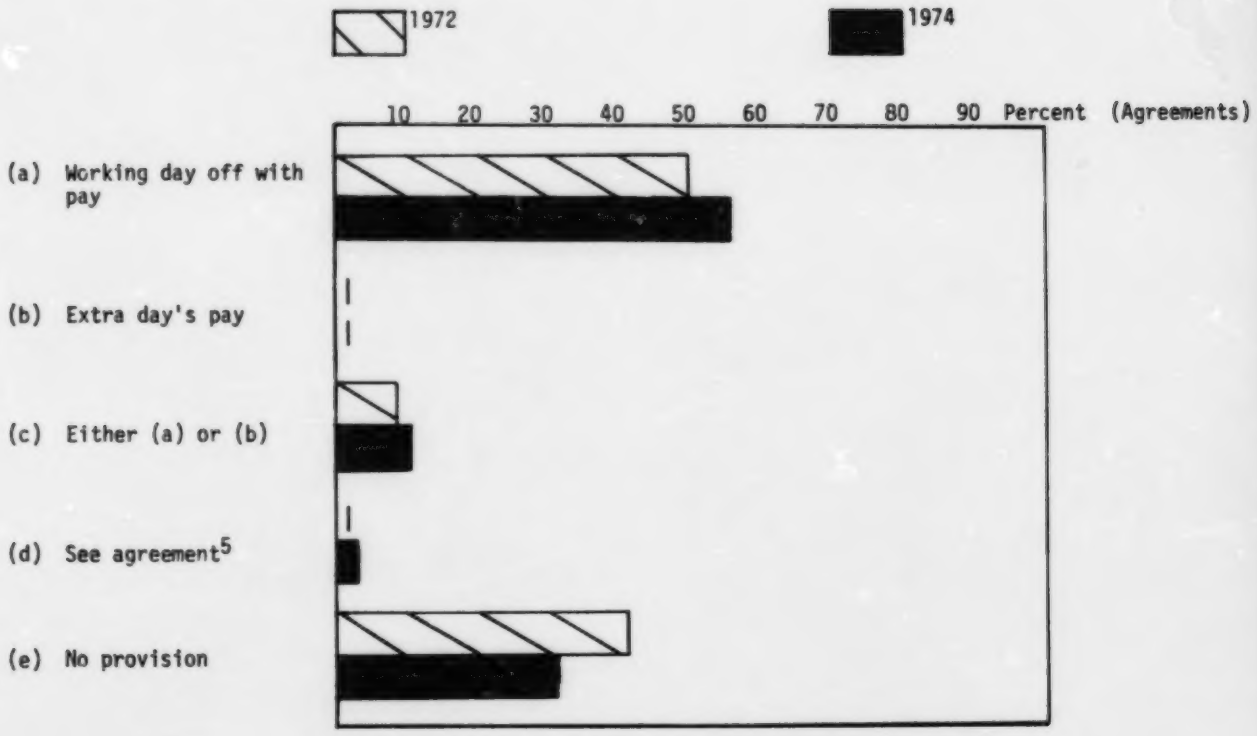
Pay Rates for Holidays Worked



4 Employees shall receive at their option two calendar weeks vacation with pay or payment of two weeks additional salary

CHART 10: Paid Holidays Provision (Cont'd)

Provision for Paid Holidays During Vacation


1972
1974
10 20 30 40 50 60 70 80 90 Percent (Agreements)
(a) Working day off with pay
(b) Extra day's pay
(c) Either (a) or (b)
(d) See agreement5
(e) No provision

5 One agreement calls for two days off or two days pay in lieu when an employee has to appear in court during vacation leave.

RT 10: Paid Holidays Provision (Cont'd)

Paid Holiday Falling on Days Not Normally Worked

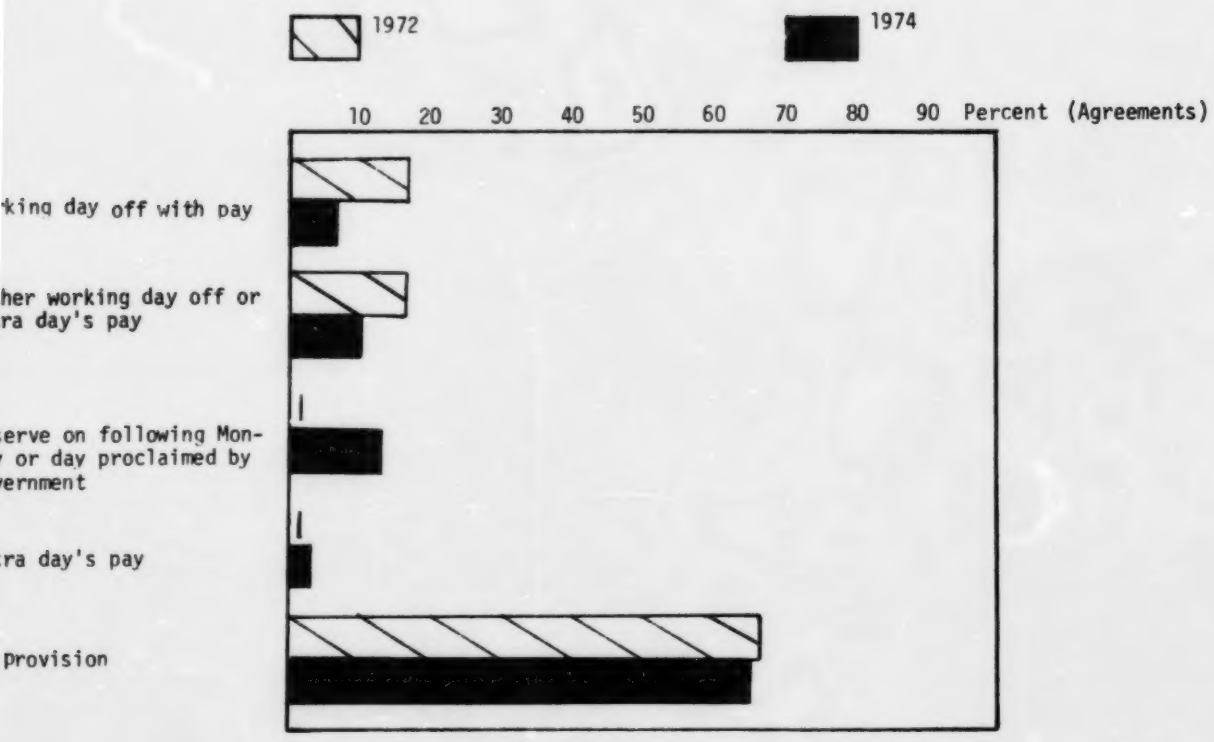


CHART 11: Paid Vacations

Paid Vacations - Three Weeks

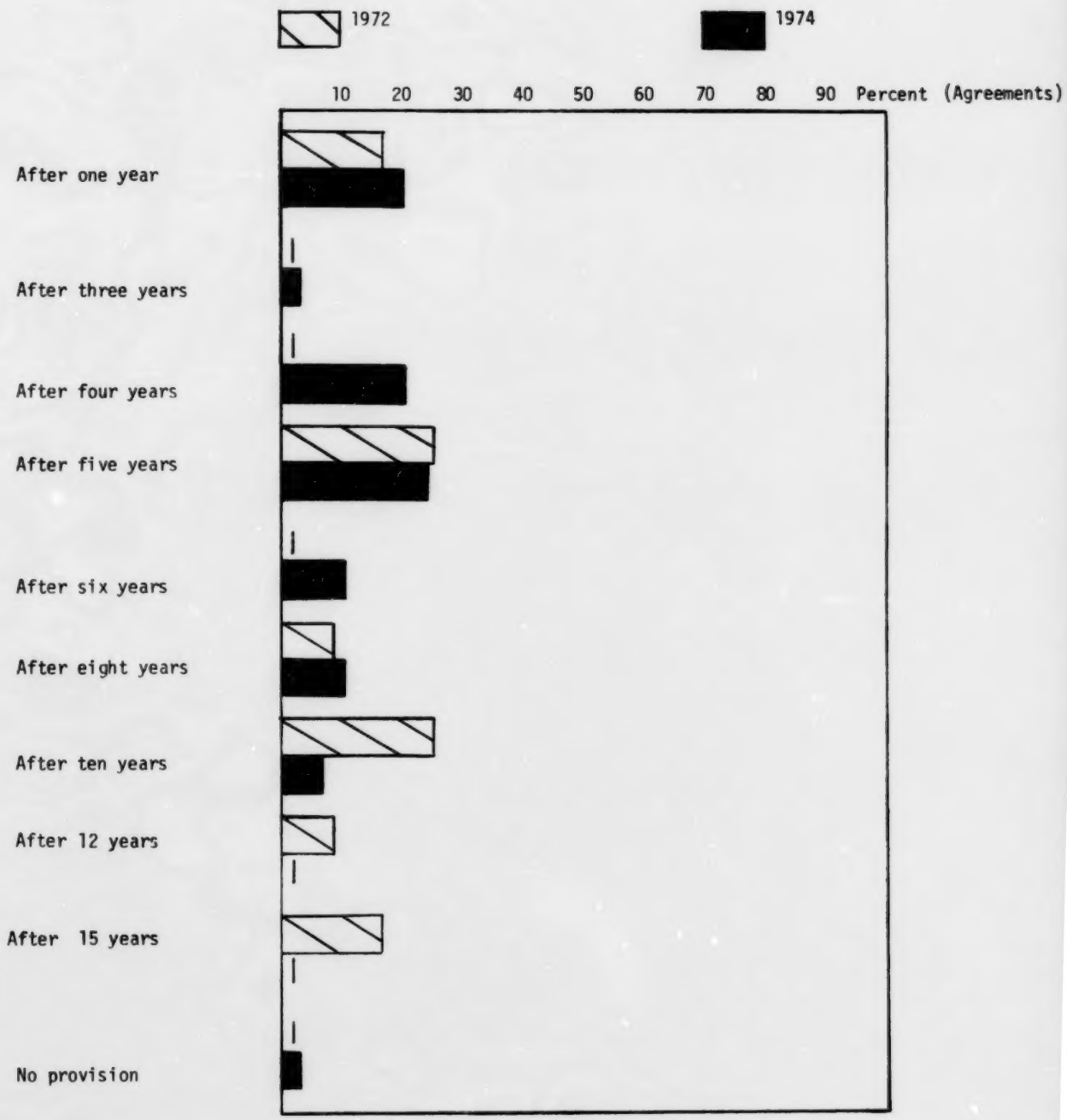


CHART 11: Paid Vacations (Cont'd)

Paid Vacation - Four Weeks

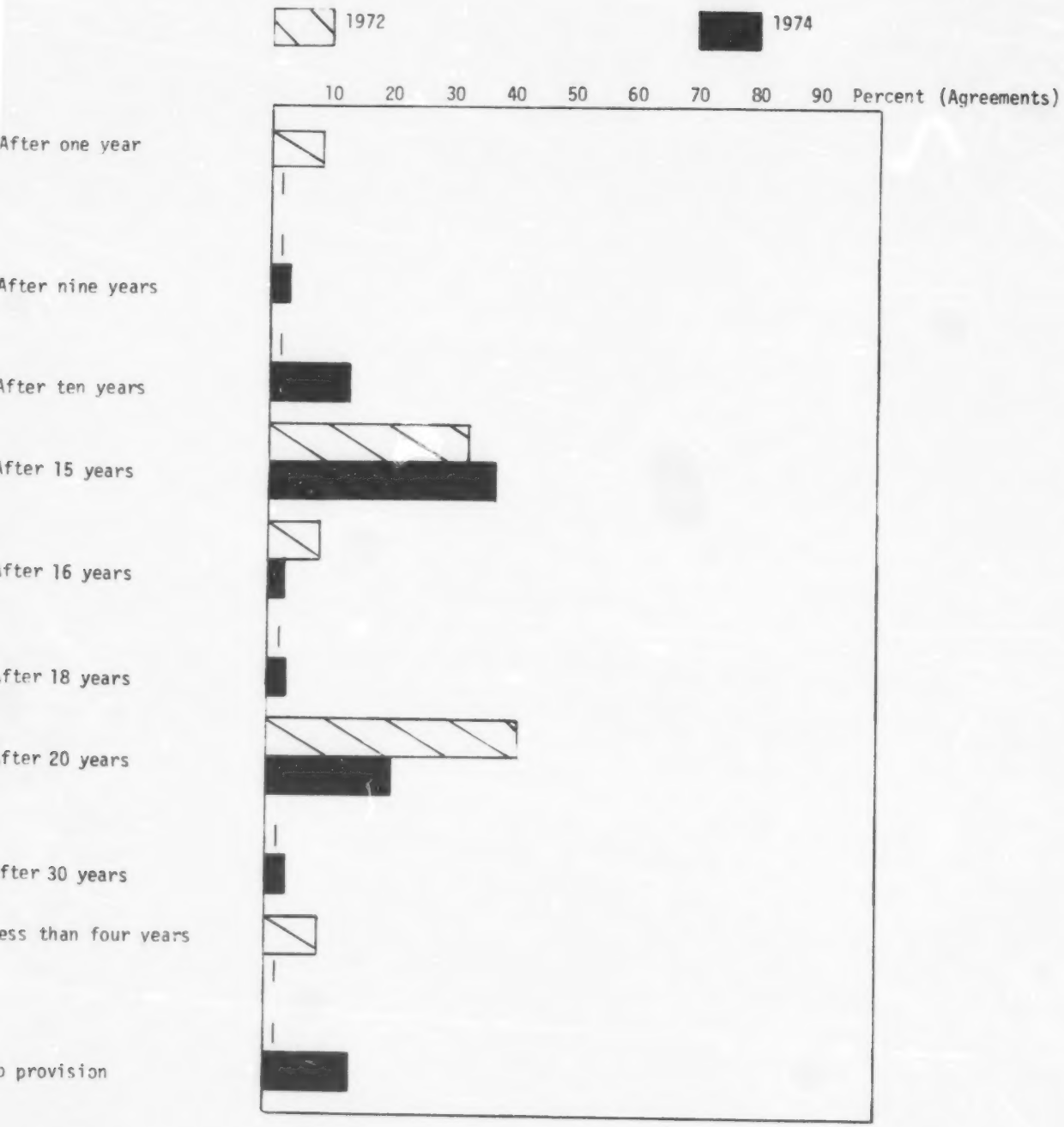
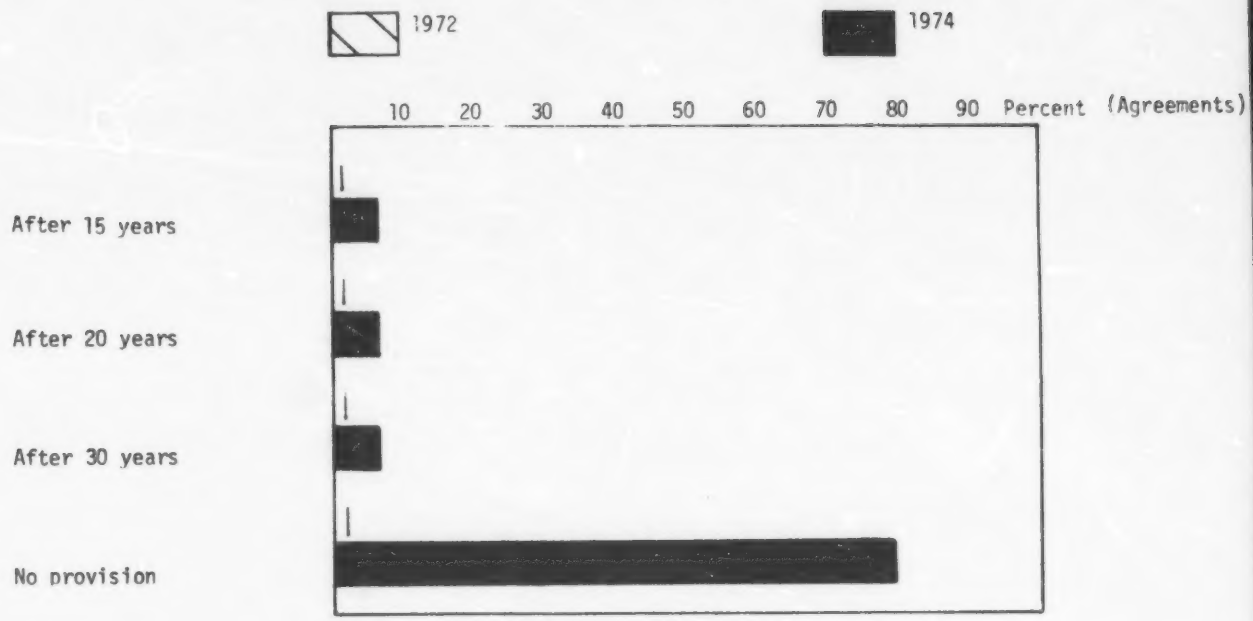


CHART 11: Paid Vacations (Cont'd)

Paid Vacations - Five Weeks



12: Shift Provision

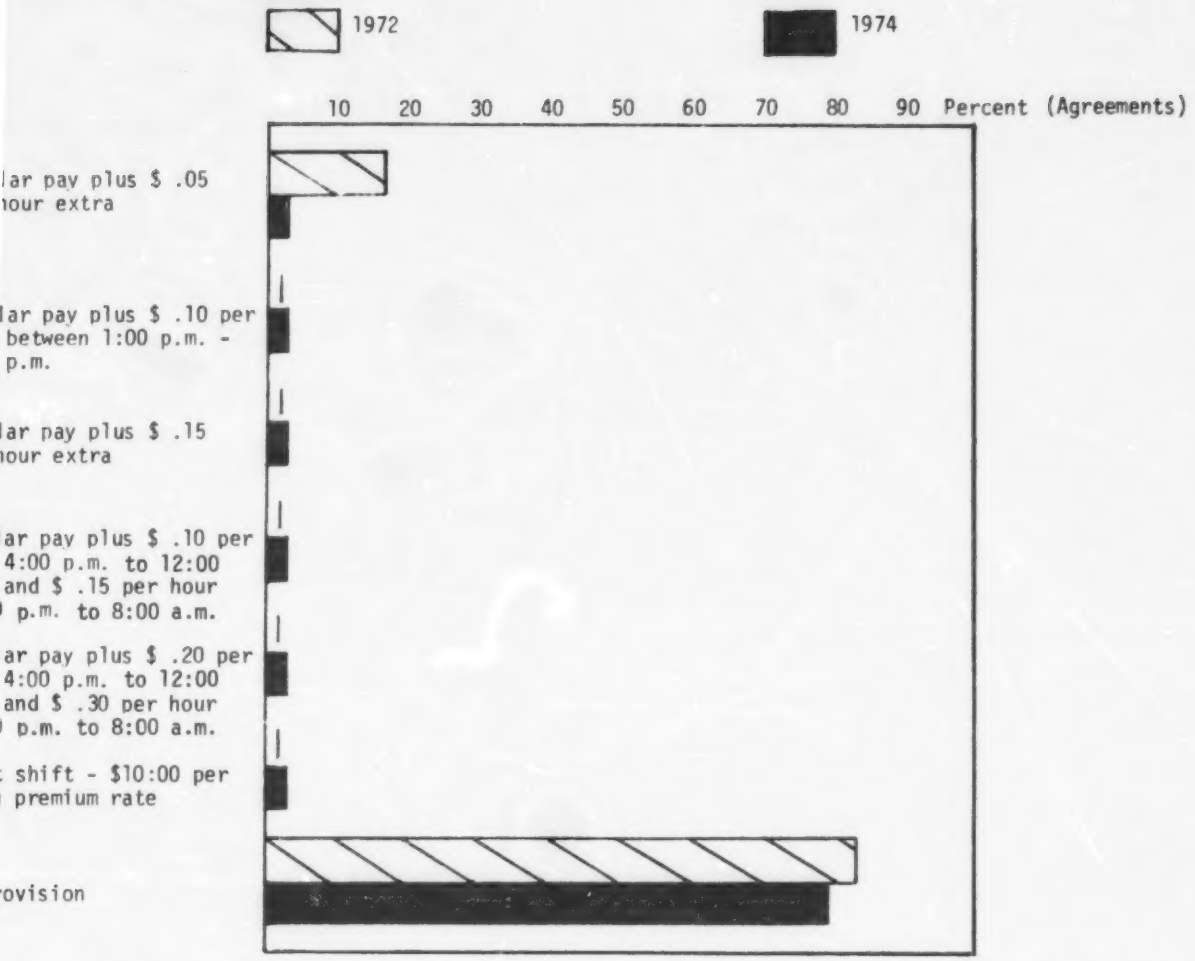
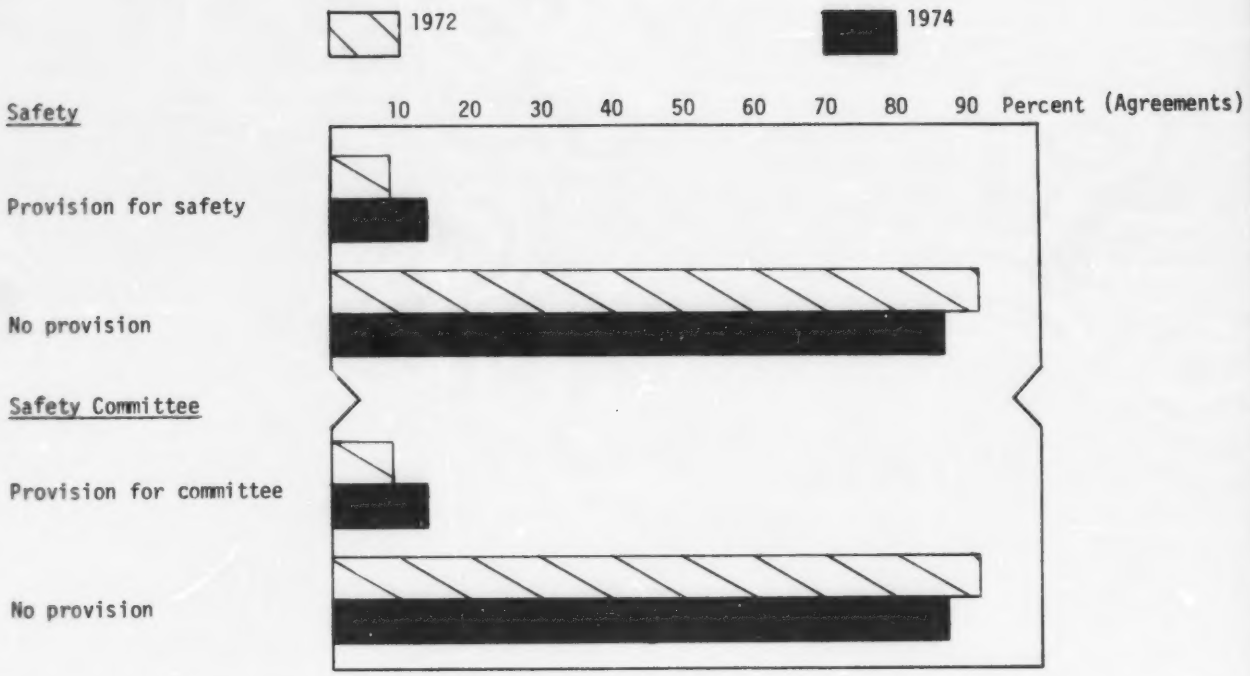


CHART 13: Industrial Safety



ART 13: Industrial Safety (Cont'd)

Safety Equipment

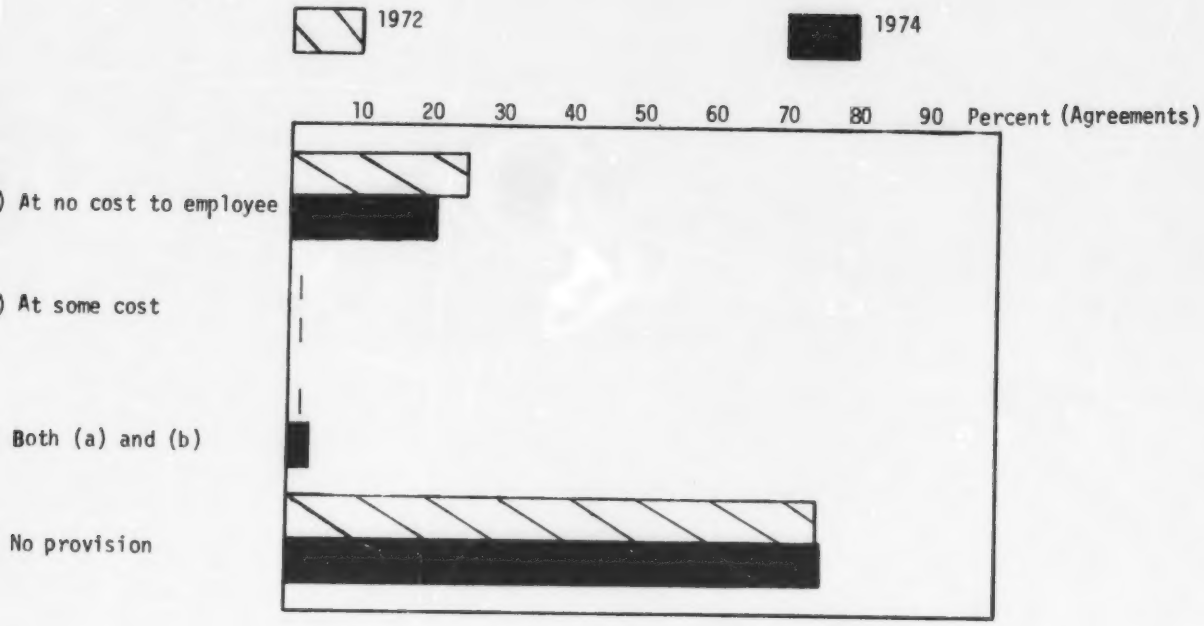
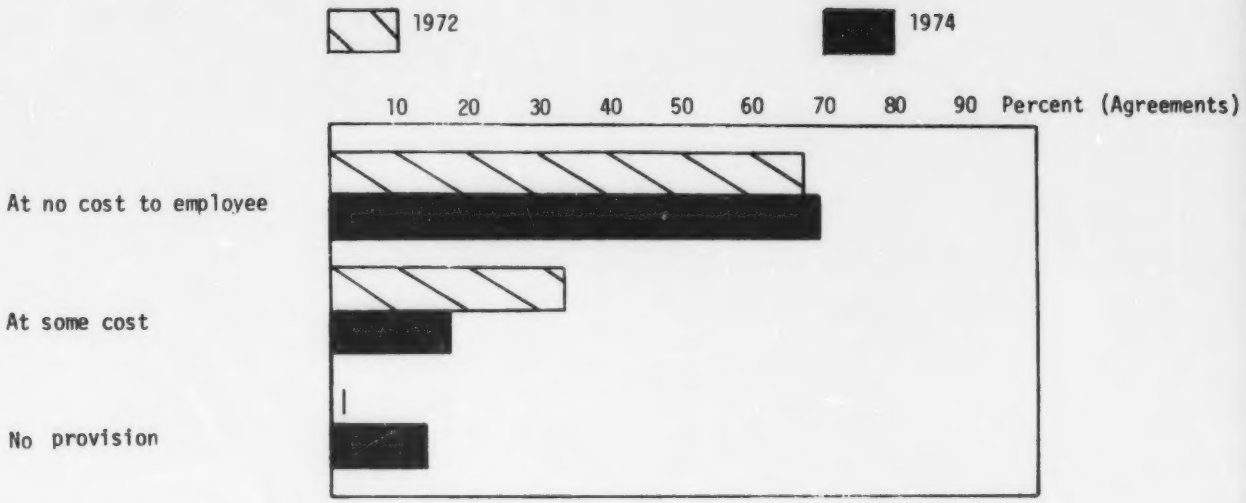


CHART 13: Industrial Safety (Cont'd)

Work Clothing



ART 13: Industrial Safety (Cont'd)

Clothing or Equipment Maintenance

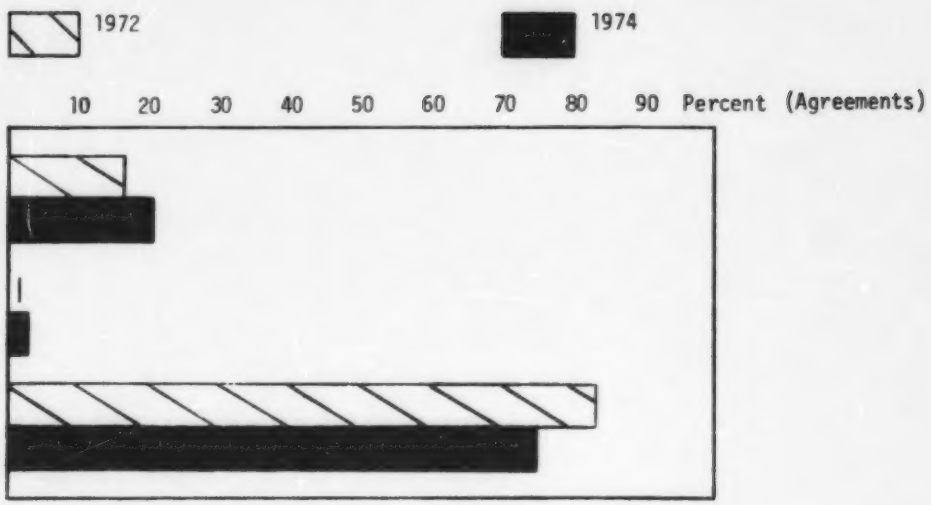
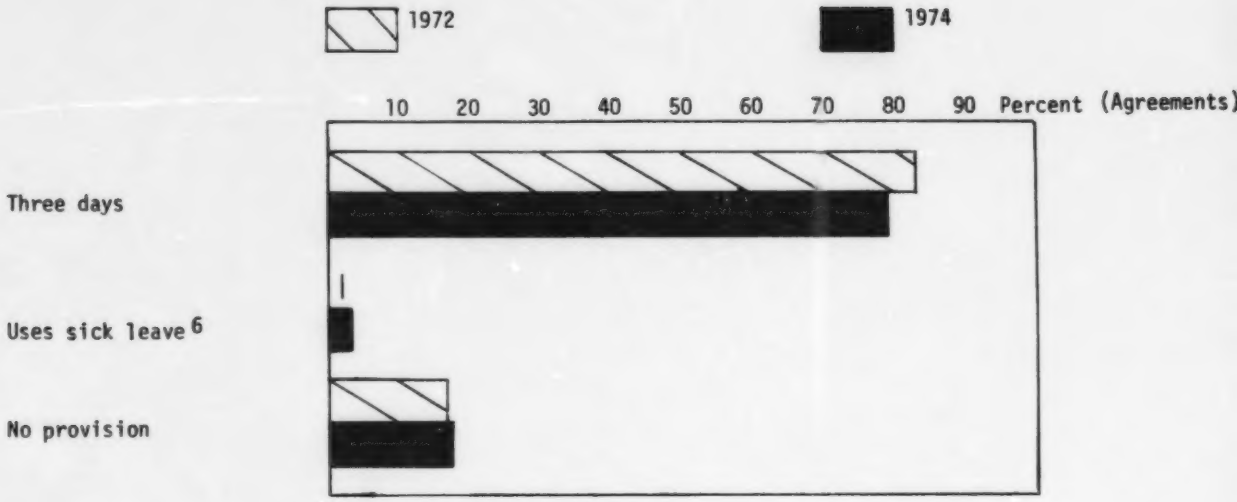


CHART 14: Fringe Benefits

Paid Bereavement Leave



6 In cases where an employee has requested time off for this reason, time off may be applied against sick leave benefits.

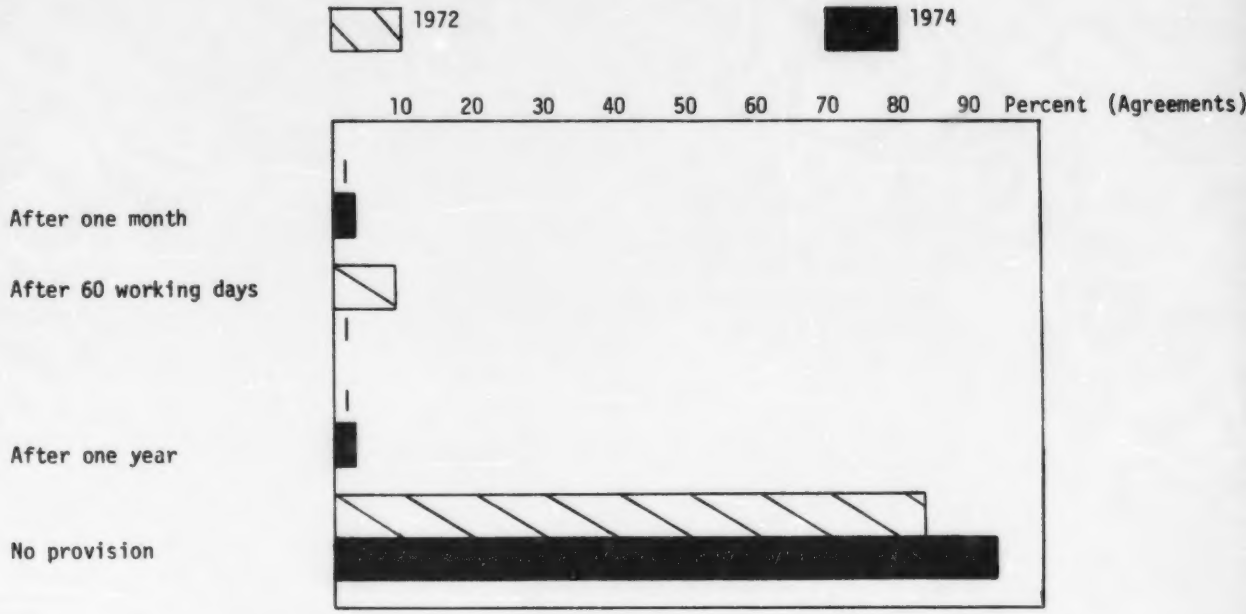
CHART 14: Fringe Benefits (Cont'd)

Paid Sick Leave

1972
1974
10 20 30 40 50 60 70 80 90 Percent (Agreements)
One day per each 18 days
One-half day per month
One day per month
One and one-quarter days per month
One and one-half days per month
Two and one-half days per month
Six days per year
Eight days per year
Ten days per year
15 days per year
20 days per year
Six weeks per year
Provision for sick leave
Not specifically stated
See agreement

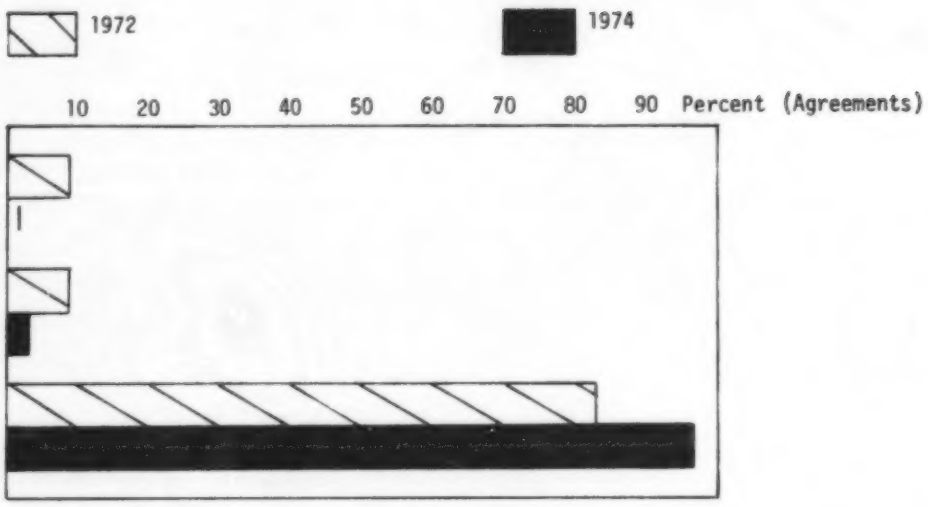
CHART 14: Fringe Benefits (Cont'd)

Paid Sick Leave - Time Requisite



ART 14: Fringe Benefits (Cont'd)

Reporting Pay Guarantee - General



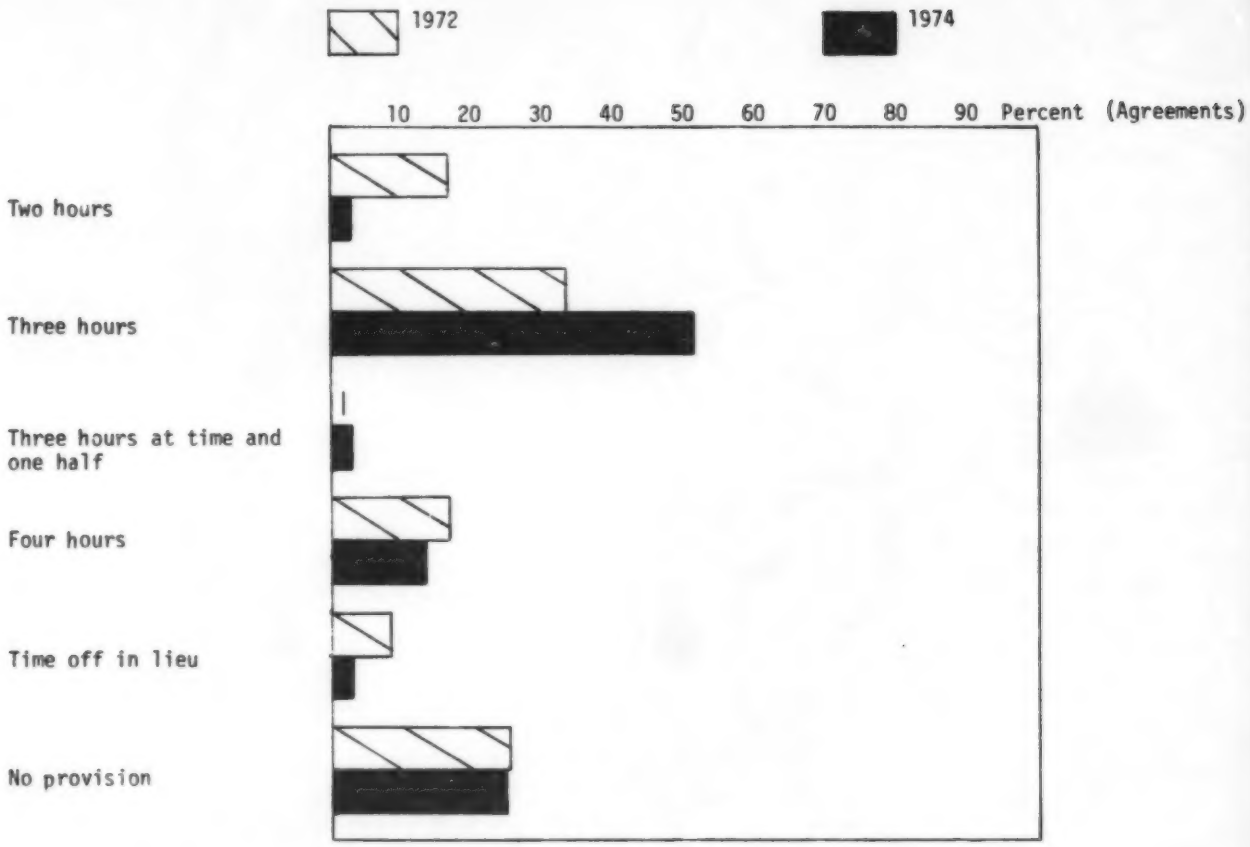
wo hours for each day
eporting

ay for full day

o provision

CHART 14: Fringe Benefits (Cont'd)

Call-Out Pay Guarantee



ART 14: Fringe Benefits (Cont'd)

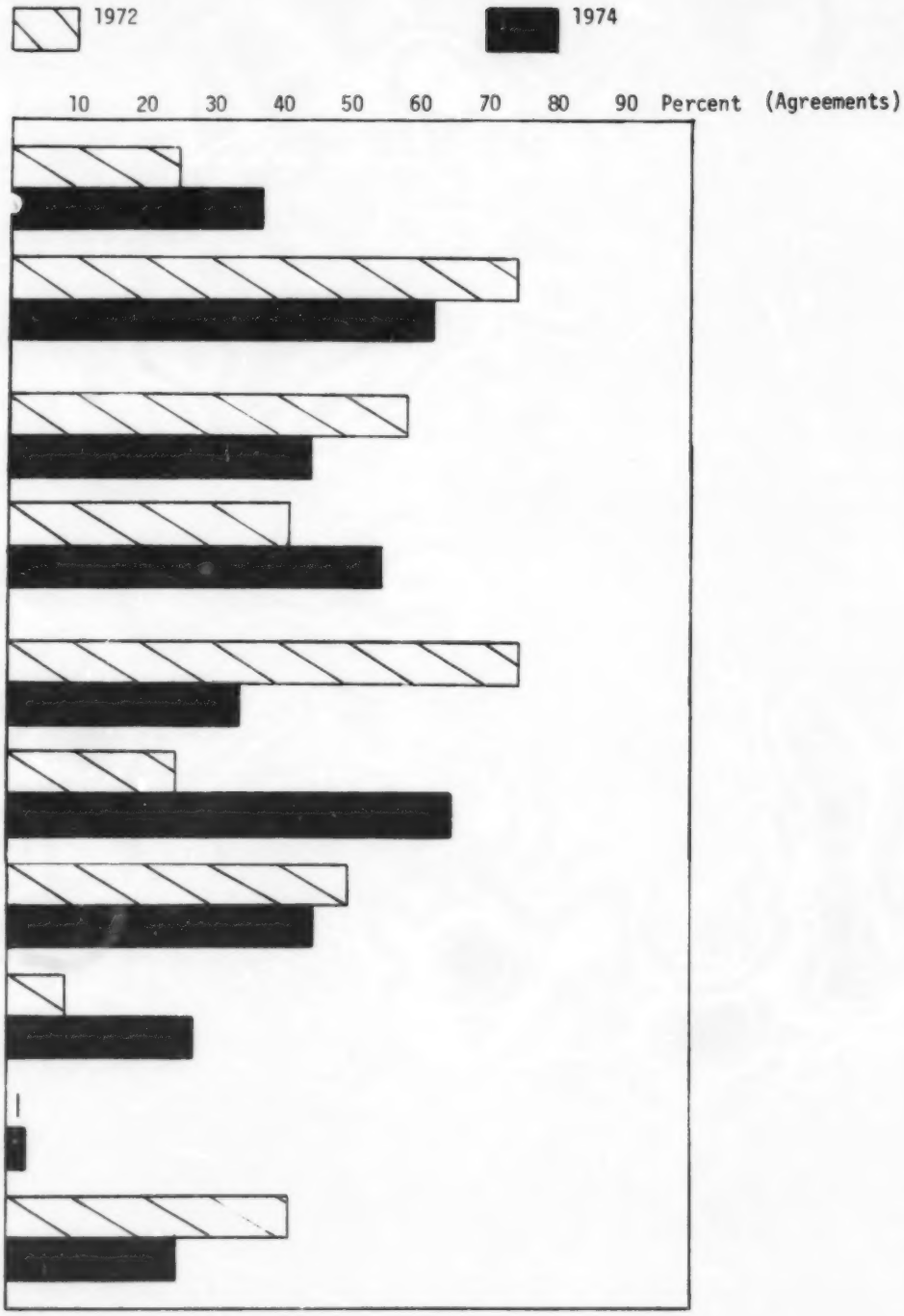
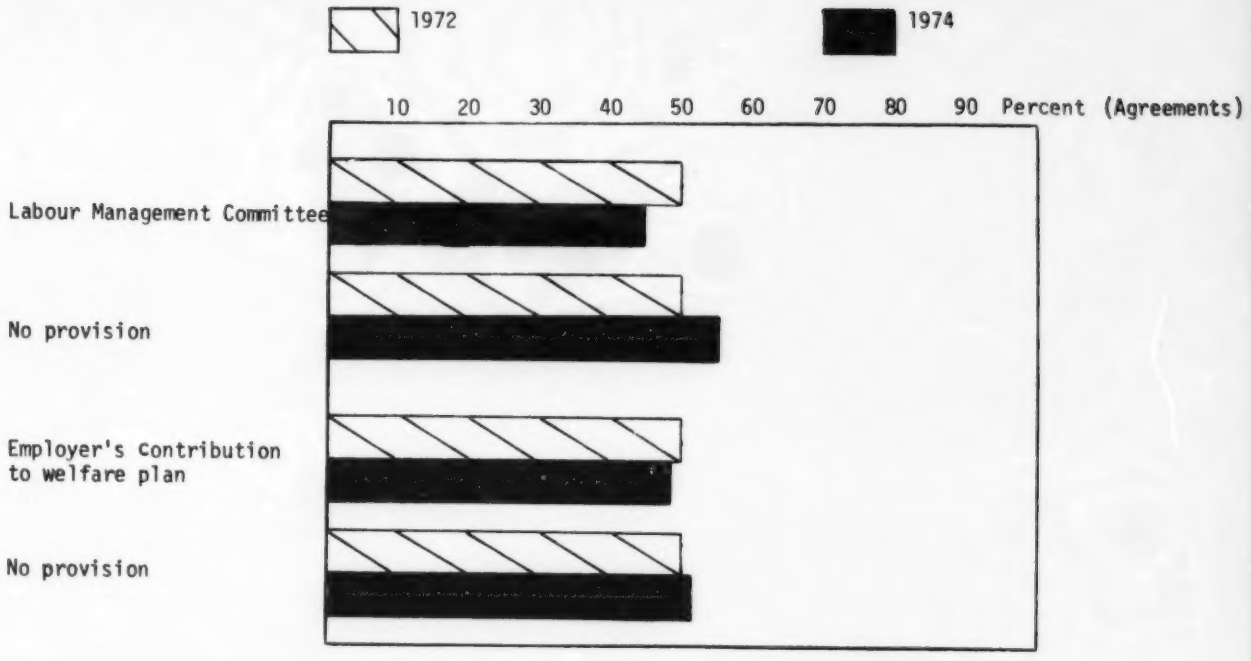


CHART 14: Fringe Benefits (Cont'd)



APPENDIX I

LIST OF EMPLOYERS

COVERED BY

SURVEY

Town of Amherst

Town of Bridgewater

County of Cape Breton

City of Dartmouth

Town of Glace Bay

City of Halifax

The Halifax Housing Authority

Department of Highways

Town of Liverpool

Town of Middleton

Town of New Glasgow

Town of North Sydney

The Department of Public Health of the Province of Nova Scotia

Town of Springhill

City of Sydney

Town of Trenton

Town of Truro

Town of Westville

Town of Yarmouth

CURRENT PUBLICATIONS - NOVA SCOTIA DEPARTMENT OF LABOUR

1. Directory of Labour Unions in Nova Scotia - 1974 (1974)
2. Labour Legislation in Nova Scotia - 1974 (1974)
3. Labour Organization in Nova Scotia - 1974 (1974)
4. Nova Scotia Department of Labour Annual Report - 1973/74 (1974)
5. 1973 Wage Rates, Salaries and Hours of Labour in Nova Scotia (1974)
6. Collective Agreement Survey in the Building Trades of the Construction Industry - 1973 (1973)
7. Collective Agreement Survey in Nova Scotia Hospitals - 1973 (1973)
8. Collective Agreement Survey in the Manufacturing Industry - 1973 (1973)
9. Collective Agreement Survey in Transportation, Communication and Other Utilities - 1974 (1974)
10. Collective Agreement Survey in Trade - 1974 (1974)
11. Collective Agreement Survey in Public Administration - 1974 (1974)
12. Working Conditions in Nova Scotia - 1973 (1974)
13. Selected Labour Statistics for Nova Scotia - 1973/74 (1974)
14. Apprenticeship Training Brochures
15. Average Weekly Wages and Salaries in the Sixities by Industry for Nova Scotia - 1972 (1972)

Economics and Research Division
Nova Scotia Department of Labour
P. O. Box 697
Halifax, Nova Scotia